

CURRICULUM PROPOSAL

APPROVAL PAGE

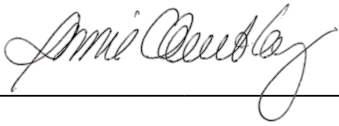
Proposal Title: Creation of TRAN 3360 “Intermediate Translation”

College: Liberal Arts

Department: Chicano Studies, Languages, and Linguistics

DEPARTMENT CHAIR- Dr. Annie C. Tremblay

I have read the enclosed proposal and approve this proposal on behalf of the department.



8/20/2026

Signature

Date

COLLEGE CURRICULUM COMMITTEE CHAIR – Dr. Selfa A. Chew-Melendez

I have read the enclosed documents and approve the proposal on behalf of the college curriculum committee.

Signature

Date

COLLEGE DEAN – Dr. Anadeli Bencomo

I have read the enclosed documents and approve the proposal on behalf of the college. I certify that the necessary funds will be allocated by the college in support of this proposal.

Signature

Date

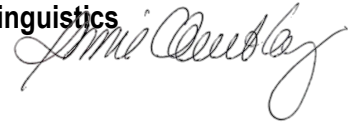
CURRICULUM CHANGE MEMO

Date: 08/19/2026



From: Valeria B. Delmar, Senior Coordinator, Dept. of Chicano Studies, Languages, and Linguistics

Through: Dr. Annie C. Tremblay, Chair, Dept. of Chicano Studies, Languages, and Linguistics



Through: Dr. Anadeli Bencomo, Dean, College of Liberal Arts

To: Dr. Selfa A. Chew-Melendez, Chair, Liberal Arts Curriculum Committee

Proposal Title: Creation of TRAN 3360 "Intermediate Translation"

Select the proposal content (select as many as apply) and provide the rationale.

Content

☐ New program or ☐ Program Change

- ☐ Bachelor's
- ☐ Master's
- ☐ Doctoral/Professional
- ☐ Certificate
- ☐ Fast Track
- ☐ Minor
- ☐ Concentration/Track

☒ New Course

☐ Closure (program, certificate, minor, concentration)

☐ Change

- ☐ CIP Code
- ☐ Program/certificate SCH
- ☐ Course Title
- ☐ Course Description
- ☐ Graduate Program Admission Requirements

Rationale

We are proposing to create TRAN 3360 "Intermediate Translation, which will be a foundational course complementary to TRAN 3387 Intermediate Interpreting in our proposed Bachelors in Translation and Interpreting and an elective addition to our existing Minor in Translation and Interpreting. The content taught in this course will be key in developing intermediate-level Spanish-English translation competencies through the study and application of translation theory, strategies, and professional practices.

COURSE ADD

All fields below are required

Add additional Course Add forms as needed

College: Liberal Arts

Department: Dept. of Chicano Studies, Languages, and Linguistics

Effective Term: Fall 2027

Rationale for adding the course: We are proposing to create TRAN 3360 "Intermediate Translation, which will be a foundational course complementary to TRAN 3387 Intermediate Interpreting in our proposed Bachelors in Translation and Interpreting and an elective addition to our existing Minor in Translation and Interpreting. The content taught in this course will be key in developing intermediate-level Spanish-English translation competencies through the study and application of translation theory, strategies, and professional practices.

All fields below are required

Subject Prefix and # TRAN 3360

Title (29 characters or fewer): Intermediate Translation

Dept. Administrative Code : 0616

[CIP Code](#) 16.0103.00

Departmental Approval Required ☐ Yes ☒ No

Course Level ☒ UG ☐ GR ☐ DR ☐ SP

Course will be taught: ☐ Face-to-Face ☒ Online ☒ Hybrid

Course minimum grade: if N leave blank, if Y provide grade D

- How many times may course be repeated to satisfy minimum grade requirement? 3

How many times may the course be taken for credit? (Please indicate 1-9 times): 1

Should the course be exempt from the "Three Repeat Rule?" ☐ Yes ☒ No

Grading Mode: ☒ Standard ☐ Pass/Fail ☐ Audit

Description and 2-3 keywords (600 characters maximum):

(Keywords are for Facilitation of course searches and should be words not already included in course title or description)

This course focuses on Spanish-English written translation competencies.

Keywords: translation, translation only, Spanish-English translation

Contact Hours (per week): 3 Lecture Hours Lab Hours Other

Types of Instruction (Schedule Type): Select all that apply

- | | |
|---|--|
| ☒ A Lecture | ☐ H Thesis |
| ☐ B Laboratory | ☐ I Dissertation |
| ☐ C Practicum | ☐ K Lecture/Lab Combined |
| ☐ D Seminar | ☐ O Discussion or Review (Study Skills) |
| ☐ E Independent Study | ☐ P Specialized Instruction |
| ☐ F Private Lesson | ☐ Q Student Teaching |

Fields below if applicable

If course is taught during a part of term in addition to a full 16-week term please indicate the length of the course (ex., 8 weeks):

TCCN (Use for lower division courses) :

Prerequisite(s):		
Course Number/ Placement Test	Minimum Grade Required/ Test Scores	Concurrent Enrollment Permitted? (Y/N)
TRAN 3359	C	Y
SPAN 2302	C	N
RWS 1302 or ESOL 1312	C	N

Corequisite Course(s):	Equivalent Course(s):

Restrictions:	
Classification	

Major	
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The curriculum office recommends consulting with other programs to determine whether there is significant overlap between the proposed course and any existing courses, especially when the course is part of an interdisciplinary program. Evidence of this consultation will facilitate the work of the curriculum committees.

Course Syllabus (Draft)

TRAN 3360 – Intermediate Translation

CRN XXX SYLLABUS TERM XXX

Instructor: Valeria B. Delmar, MATI, CHI™, CT Class Meets: T & R 9:00 – 11:50 at XXXX
Office Hours: **Tuesdays 12:30 pm – 1:30 pm at Graham Hall 206** and via Zoom Virtual Office by appt
Email Address: vbarraza2@utep.edu

Please be advised that the following syllabus is a preliminary description of the course. The schedule of activities and the activities themselves may be modified according to circumstances as they develop during the semester.

COURSE DESCRIPTION

This course develops intermediate-level Spanish-English translation competencies through the study and application of translation theory, strategies, and professional practices. Students translate a variety of texts, develop proficiency with computer-assisted translation (CAT) tools and related technologies, and apply appropriate techniques to produce accurate, audience-centered translations while adhering to professional and ethical standards.

LEARNING OUTCOMES

Apply foundational translation theories and frameworks to analyze translation challenges and justify translation decisions in Spanish-English language pairs.

Produce accurate, clear, and culturally appropriate translations of general and semi-specialized texts from Spanish into English and English into Spanish.

Employ translation techniques and strategies such as transposition, modulation, adaptation, borrowing, and equivalence to address linguistic and cultural differences between source and target texts.

Use computer-assisted translation (CAT) tools and related language technologies to support translation workflows, terminology management, quality assurance, and productivity.

Evaluate and revise translations using established quality criteria, peer feedback, and self-reflection to improve accuracy, consistency, style, and audience appropriateness.

Demonstrate professional translation practices by managing translation projects, adhering to ethical standards, meeting deadlines, and utilizing reference and terminology resources effectively.

COURSE ASSIGNMENTS AND GRADING

- **40% Class Attendance and Participation.** This is an essential component, as there is a direct relationship between what is learned in class and students' best performance. Consequently, each student is *allowed only (1) one unexcused absence*. Be advised that if there are two or more absences, students may be dropped with a "W," or "F." *Students attending class 15 minutes after class begins or leaving 15 minutes early, will get half credit for attendance.* Exceptions: Hospitalization, Jury Duty, Death of a direct relative (brother, sister, father, mother, grandparent, child). Students must submit proof of these events to get an exception.
- **40% Assignments.** You will also have a collection of five (5) smaller assignments throughout the weeks that will build toward the overall course goals. These cannot be made up.
- **20% Final Exam.** There will be a written and an oral component to the final exam. The written component will test the knowledge gained throughout the semester, so take good notes, especially as it relates to professional vocabulary and theory. The oral portion will test your interpreting performance.

GRADE SCALE: 90-100% A / 80-89% B / 70-79% C / 60-69% D / 59%-0% F

TEXTS AND MATERIALS REQUIRED

- Texts will be assigned and made available by the instructor. Generally, practice scenarios will be provided digitally via Blackboard.
- Steno note pads (with spiral binding on top)
- Digital Recorder (may use widget or app in smart phone or tablet)
- Headphones
- Laptop/Computer
- **Reference materials:** You may bring your preferred dictionaries and reference materials to class. The following online sources are *recommended*:
 - GENERAL ENGLISH – <https://www.merriam-webster.com>
 - GENERAL SPANISH – <http://www.rae.es>; <http://www.rae.es/recursos/diccionarios/dpd>

COURSE/INSTRUCTOR POLICIES:

ATTENDANCE AND PARTICIPATION

Attendance is mandatory and active participation is required. Please see grading breakdown for repercussions.

LATE AND INCOMPLETE WORK

No late assignments will be accepted and grade of zero will be warranted in such cases. This is strictly enforced to both be fair to students who do turn in their assignments on time and to further teach the importance of meeting professional deadlines in an interpreting environment.

ACADEMIC HONESTY & COPYRIGHT AND FAIR USE

- Students are expected to adhere to and comply with standards of academic honesty. **Academic dishonesty will not be tolerated.** All cases are reported to the Dean of Students for administrative and/or academic sanctions, which may include **expulsion**. All work submitted must be original (created by each student for the class) and any information from external sources must be properly cited. Work from other courses may not be submitted for grade. Forms of academic dishonesty include (but are not limited to): **collusion**—lending your work to another person to submit as his or her own; **fabrication**—deliberately creating false information on a works cited page, and **plagiarism**—the presentation of another person's work as your own (e.g., copying parts of or whole papers off the Internet, to include Google translate and similar machine translation).
- Any type of cheating or plagiarism constitutes a violation of university policies and of the code of conduct to which all students must adhere. Violations are reported to the Dean of Students. See <https://www.utep.edu/student-affairs/osccr/student-conduct/academic-integrity.html> for more information.
- The University of Texas at El Paso requires all members of its community to follow copyright and fair use requirements. Students are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend students nor assume any responsibility for student violations of fair use laws. Violations of copyright laws could subject students to federal and state civil penalties and criminal liability, as well as disciplinary action under university policies.

ADA - STUDENTS WITH DISABILITIES

The *Americans with Disabilities Act* requires that reasonable accommodations be provided for students with physical, sensory, cognitive, systemic, learning, and psychiatric disabilities. When students suspect they have a disability and need an accommodation, they should contact the Center for Accommodations and Support Services (CASS) at (915) 747-5148, Union Building East Room 106, cass@utep.edu. Students are responsible for presenting the instructor with any CASS accommodation letters and instructions.

COPYRIGHT STATEMENT FOR COURSE MATERIALS

All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

COURSE CALENDAR

The Course Calendar is provided separately. Please do consult it regularly to keep abreast of weekly topics to be covered, objectives, and, most importantly, your deadlines and deliverables.

Degree Plan: Minor in Translation and Interpreting

Code	Title	Hours
Required Courses:		
TRAN 3359	Intro. to Trans. & Interpret.	3
TRAN 4390	Senior Project in Tran. & Int.	3
Translation Electives:		
Select four courses of the following:		12
TRAN 3360	Intermediate Translation	
TRAN 4380	Judiciary Transl & Interpretin	
TRAN 4381	Translation in Business	
TRAN 4382	Media Translation	
TRAN 4383	Literary Translation	
TRAN 4384	Intro to Interpreting	
TRAN 4385	Healthcre Transl & Interpretin	
TRAN 4387	Intermediate Interpreting	
TRAN 4388	Advanced Interpreting	
TRAN 4389	Topics in Trans. & Interpret.	
Total Hours		18
Course List		

Degree Plan: BA in Spanish, Concentration in Translation and Interpreting

Required Credits: 120

Code	Title	Hours
Minor Required		
This program requires selection of a minor		
University Core Curriculum		
Complete the University Core Curriculum requirements.		42
Required Courses:		
CHIC 2311	Intro to Chicano Studies	3
LING 2320	Introduction to Human Language	3
SPAN 3300	Crt Analysis of Hisp Lit & Cul	3
SPAN 3357	Advanced Spanish Composition	3
Select one from the following:		3
SPAN 3304	Span Amer Lit Since Modernism	
SPAN 3309	Structure of Spanish	
SPAN 3311	Spanish Phonetics & Phonology	
SPAN 3312	Pedagogical Issues in Spanish	
SPAN 3316	Spanish in the U.S.	
SPAN 3325	Confluence Mex & Chicano Lit	
SPAN 3330	Latin American Civilization	
SPAN 3345	Spanish/Latin American Film	
Select two SPAN courses at or above the 2000 level: ¹		6
Concentration in Translation & Interpreting		
TRAN 3359	Intro. to Trans. & Interpret.	3
TRAN 4390	Senior Project in Tran. & Int.	3
Select three courses from the following:		9
TRAN 3360	Intermediate Translation	
TRAN 4378	T&I Industry and Technology	
TRAN 4380	Judiciary Transl & Interpretin	
TRAN 4381	Translation in Business	
TRAN 4382	Media Translation	
TRAN 4383	Literary Translation	
TRAN 4385	Healthcre Transl & Interpretin	
TRAN 4388	Advanced Interpreting	
TRAN 4389	Topics in Trans. & Interpret.	
Optional Minor - All-Levels Education Minor ²		
Required Courses:		
BED 4317	Tch & Empwr ELLs in Sec Schls	3
EDPC 3300	Intro to Youth Dev & Spec Ed	3
LING 3308	Second Language Teaching	3
RED 3342	Content Area Literacy	3
SCED 3311	Curriculum Plan-Secondary Schl	3
SCED 4691	Student Teaching in Sec School	6

Code	Title	Hours
Open Electives		
Select additional hours to complete a total of one hundred twenty hours		
Foreign Language		
Select six credits of Foreign Language. All six credits must be in the same language sequence.		6
Block Electives		
Complete twelve upper-division hours from the blocks below, with three to six hours in each		12
Total Hours		120
Course List		