

Recommendation from Major/Minor Working Group

1. There is a slight discrepancy between the Appendix B (the by-laws) and Appendix P (process for curriculum changes)
 - a. According to appendix B, the UGSC approves and informs the UFC of program modifications. Article 5D

https://web.iit.edu/sites/web/files/departments/general-counsel/faculty_handbook/appendix_b.pdf

“There shall be an Undergraduate Studies Committee (UGSC) that shall review and recommend to the UFC and the university faculty new programs and the financial support needed to implement them. The UGSC shall formulate policy and recommend to the UFC and the university faculty general education and graduation requirements as well as admission standards. The UGSC shall review, approve, and inform the UFC of course and program modifications, including ancillary university-wide academic policies related to undergraduate programs, such as testing, placement, proficiency, and grading. The UGSC shall review, as needed, existing degree programs, particularly those not subjected to external accreditation review, and report its findings to the UFC.”

- b. According to appendix P, a curricular change is a ‘significant’ change to an existing program or a new program, and the UGSC then makes recommendations to the UFC for adoption or rejection of the curricular change. The UFC then makes the decision on whether to accept or reject the curricular change. If accepted, it goes to the faculty for the 30 day process. See section III.

https://web.iit.edu/sites/web/files/departments/general-counsel/faculty_handbook/appendix_p.pdf

“Definition of “Curriculum Change” “Curriculum change” means a new degree program or a significant change to an existing degree program. Thus, for example, matters such as the increase or decrease in credit of a given course ordinarily would not be considered a “curriculum change” within the meaning of this Section III.”

“Proposals Regarding Undergraduate Programs 1. Submissions to, and Recommendations by, the Undergraduate Studies Committee The party making a proposal for a curriculum change shall submit the proposal to the Undergraduate Studies Committee (unless it is the Committee itself that is initiating the proposal). After considering a proposal (either submitted to it or generated by the Committee itself), the Committee shall make a recommendation as to its adoption or rejection, in its original or modified form, to the UFC. The Committee shall provide in writing an explanation for its recommendation.”

“Action by the University Faculty Council Upon receipt of a recommendation by the Undergraduate Studies Committee, the UFC may solicit comments from the academic units relevant to the proposal, both in its original form and in such modified form as the Committee may have recommended. After receiving such comments the UFC shall consider the original proposal (and any proposed modified form of the proposal) in light of the recommendation(s) of the Undergraduate Studies Committee, the comments of the academic units, and any other relevant information. If the UFC approves the proposal, either in its original or in a modified form, it shall refer the proposal as adopted by the UFC to the Faculty.”

- c. Action needed: clarification of whether appendix B supersedes appendix P
 - i. Conclusion is that all decisions need to be reported to UFC because the UGSC is technically a subcommittee of the UFC. The UFC does have the right to reverse decisions.
2. Proposed definition of “significant change”
- a. We propose that a significant change (and therefore a curricular change) would be any change that affects 25% of the required major courses
 - b. All other program changes would be considered informational items to be presented to the UGSC. The UGSC may decide if a vote of approval is necessary.
 - c. At the time of presentation program changes, academic units must also indicate what other changes have been made in the current academic year and the previous two academic years as well

- d. It is recommended that changes that are not deemed significant by the UGSC need to be reported to the UFC in accordance with appendix B but do not need UFC chair approval in CIM
 - e. Action needed: clarification on whether the CIM process can end with the UGSC chair
3. We are recommending a periodic review of degree programs (as indicated in appendix B).
- a. This will be done on a periodic basis as is seen with the CAC review
 - b. For academic units that undergo external review or accreditation, a summary of that process as it relates to the curriculum of the AU degree programs will be utilized
 - c. For all other units, a report that includes how the curriculum meets the academic program objectives and how the program has changed, along with the rationale for these changes or lack of thereof, since the last review by the UGSC will be presented to the UGSC
4. Total Programs (including dual degrees and programs as listed in the bulletin <http://bulletin.iit.edu/undergraduate/undergraduate-education/undergraduate-degree-programs/>): 56

Academic Unit	Number of Programs	Academic Unit	Number of Programs
Applied Math	2	Architecture	1
Biology	6 (2 dual with psyc)	BME	3
Business	1	ChBE	1
Chemistry	6	CAEE	4 (1 certificate)
CS	3	ECE	4 (1 dual)
FDSN	1	HUM	3
ITM	2	INTM	2 (1 certificate)
MMAE	3	PHYS	3
PSYC	6 (2 dual, 1 cert)	SSCI	3

5. Proposed Rotation of Periodic Review - subject to change based on membership input.

Year	Academic Units
1	BIO, PSYC, ARCH (11)
2	Chem, HUM (9)
3	ITM, INTM, CS, BUS, MATH (10)
4	MMAE, BME, CBE, CAEE (11)
5	FDSN, ECE, PHYS, SSCI (11)