

Inter-College Curriculum Committee

TO: Heidi Nickisher, Chair Academic Senate AY 2018-2019
FROM: Sylvia Perez-Hardy, ICC Chair
DATE: May 6, 2019
SUBJECT: ICC End of Year Report for AY 2018-2019

Inter-college Curriculum Committee Charge AY 2018-2019:**Carryover charges:**

1. ICC Charge 2 – Work with the Honor’s program to revise policy D1 to clearly outline curricular processes with regard to the Honors Program.
2. ICC Charge 3 – Work with Faculty Affairs to revise policy on discontinuance of academic programs (E20.0)
3. ICC Charge 4 – Brainstorm, rank-order and propose to Senate approaches to increase flexibility of RIT’s undergraduate degrees.
4. ICC Charge 1 - Study undergraduate curricular proposals from a university-wide perspective, maintain appropriate inter-college relationships with regards to curriculum, assure that existing undergraduate curricula are periodically reviewed, and make recommendations to the Academic Senate for action on proposals of new and significantly modified undergraduate programs.

New Charges:

1. Review RIT policies that impact undergraduate curriculum that are brought to the committee’s attention and propose revisions as appropriate to the Academic Senate
2. Review and make recommendations on the guidelines, process and how UG certificates can be pursued and awarded.

ICC Charge 1 - Study undergraduate curricular proposals from a university-wide perspective, maintain appropriate inter-college relationships with regards to curriculum, assure that existing undergraduate curricula are periodically reviewed, and make recommendations to the Academic Senate for action on proposals of new and significantly modified undergraduate programs. This is the defined mission of ICC therefore this is an on-going annual charge.

1. Reviewed and recommended Minors for Provost’s Approval – All were Approved by the Provost
 - CAD: Craft and Material Studies
 - CAD: 2 Dimensional Arts
 - CAD: Three Dimensional Arts
 - CAD: 3D Digital Design
 - COLA: Journalism
 - COS: Minor in Art of Science/Science of Art
 - COS: Applied Cognitive Neuroscience
 - CET: Surface Mount Electronics Manufacturing
 - CET: Robotics and Automation
 - CET: Plastics Engineering and Technology

- CET: Manufacturing Systems
 - GCCIS: Cybersecurity Risk Management
 - COS: Update to minor in Environmental Science
2. Minor Reviewed and returned to CAD for Revision
 - Illustration
 3. Reviewed and sent back to SCB for Revision
 - COB: BS Hospitality and Tourism Management – This degree program as part of the School of International Hospitality and Service Innovation was moved from the College of Applied Science and Technology, now known as the College of Engineering Technology, to the Saunders College of Business starting in July 2018. As part of the transition there was significant revision needed to the HTM degree so that it was compliant with the business accreditation standards. It was presented to ICC in April, 2018 and returned to the SCB with the committee’s comments and recommended revisions.

ICC Charge 2 - Work with the Honor’s program to revise Policy D1 to clearly outline curricular processes with regards to the Honor’s program. [Continue Charge 2019 - 2020 AY](#)

- The requirements for the policy revision collected from the former Program Director were reviewed with the new Program Director, Dr. Carl Lutzer.
- While a draft of the revision to Policy D1 has been written subsequent fine tuning to the language remains to be done.
- These revisions need to be reviewed with the director of the Honors Program, Dr. Carl Lutzer.
- This needs to be continued as a charge for AY 2019-2020.

ICC Charge 3 - Work with Faculty Affairs to revise policy on discontinuance of academic programs (E20.0). [Charge Completed](#)

- ICC has completed their policy revision on the discontinuance of academic programs by proposing a new policy D01.6. The content included in this new policy was removed from policy E20.0 and revised.
- It was presented to Academic Senate for discussion on March 21, 2019.
- Approved by Academic Senate March 28, 2019 Vote on Motion 24-2-4

ICC Charge 4 - Brainstorm, rank-order and propose to senate approaches to increase the flexibility of RIT’s undergraduate degrees. [Charge Completed](#)

- This charge has been addressed by increasing the free elective requirement of all new and existing BS degrees the action of requiring all programs to include a minimum of four free electives. All new degree proposals and revisions will be evaluated using this requirement and a plan will be developed to review all degrees on campus for compliance by Vice Provost Licata’s office.

New ICC Charges for AY 2018-2019:

1. Review RIT policies that impact undergraduate curriculum that are brought to the committee’s attention and propose revisions as appropriate to the Academic Senate. [This should be an ongoing charge.](#)

- There was concern over the vagueness of the term ‘home program’ in section II.C. of minor Policy D01.1. The paragraph in question stated the following:

“At least nine semester credit hours of the minor must consist of courses not specified by the student’s home program.”

- **ICC reviewed the policy with the goal of reducing the confusion as to what courses can count towards a minor and which cannot; which course can be overlapped between the minor and the student's major; and facilitate advising on the use of minors to create secondary areas of focus for students. ICC final wording recommendation was:** 'At least nine semester credit hours of the minor must consist of specific courses not required by the student's degree program. Courses such as free electives, immersion courses, general education electives, courses within program options and tracks are not considered required courses.'
 - **This wording change to the section II.C. of policy D01.1 was approved by Academic Senate in January, 2019.**
- 2. Review and make recommendations on the guidelines, process and how UG certificates can be pursued and awarded. [Continue Charge 2019 - 2020 AY](#)**
- ICC has written a draft policy regarding undergraduate Certificates. Subsequent fine tuning to the language remains to be done.
 - These revisions need to be reviewed with a stakeholder group to insure that it meets the intended purpose.
 - This needs to be continued as a charge for AY 2019-2020.

ICC Summary of Pending Actions for AY 2019-20:

1. Policy on the awarding of Undergraduate Certificates
2. Policy Regarding Honors Curriculum Process
3. The minor program in Illustration which was reviewed and sent back to the college (CAD) for revision.
4. The HTM BS program revision which was reviewed and sent back to the college (SCB) for revision.
5. Anticipating a new BS degree proposal from the History department.

Suggested Charges for AY 2019-2020:

1. Study undergraduate curricular proposals from a university-wide perspective, maintain appropriate inter-college relationships with regards to curriculum, assure that existing undergraduate curricula are periodically reviewed, and make recommendations to the Academic Senate for action on proposals of new and significantly modified undergraduate programs. [Ongoing](#)
2. Review RIT policies that impact undergraduate curriculum that are brought to the committee's attention and propose revisions as appropriate to the Academic Senate. [Ongoing](#)
3. Work with the Honor's program to revise Policy D1 to clearly outline curricular processes with regards to the Honor's program. [Carry-Over](#)
4. Write policy that defines the guidelines and process on how Undergraduate Certificates can be pursued and awarded. [Carry-Over](#)
5. Define a process to review and approve all new and significantly revised undergraduate course proposals at the university level for subsequent review and approval of the provost. Currently only new courses that are part of new degree proposals are reviewed by ICC. The current course approval process stops at each college which can lead to overlap in offering and a waste of university resources. This process would be a draft or recommendation which would be submitted to the Provost for consideration. [New](#)

ICC Members:

Sylvia Perez-Hardy (GCCIS, At Large) Chair
Rob Garrick (CAST)
Elizabeth Hane (COS)
Elizabeth Kmiecinski (CHST)
Christine Licata (Provost's Delegate)
Paul Tymann (GCCIS)
Marla Schweppe (CIAS)
Jim Moon (KGCOE)
Jim Hall (SCB Dean)
Judy Porter (CLA)
Myles Landers (SCB)
Sharron Webster (NTID)