# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] please read these.

**N.B. DO NOT USE HIGHLIGHT, where choices are given within categories, please DELETE those THAT DO NOT APPLY TO YOUR PROPOSAL. Do not delete numbered categories.**

**ALL numbers in section (A) to be completed, including the impact ones (#5-7), put “none” if that is the case.**

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| --- | --- | --- | --- | --- | --- |
| A.2. [Proposal type](#type) | **Revision of graduation requirement for proportion of a major to be completed at RIC** | | | |  |
| A.3. [Originator](#Originator) | **Holly L. Shadoian** | Department | [Academic](#home_dept" \o "Which department, program, academic unit, office, and/or school is primarily responsible for the curriculum change?) Affairs | | |
| A.4. [Context and Rationale](#Rationale) | Current policy dates back to the 80’s (from catalog review) when the majority of RIC majors ranged from 30-40 credits and most courses were three credits. Here is the specific copy under Graduation Requirements for All Undergraduate Students in the 2019-2020 catalog under #6:  **A minimum of 120 credit hours, with a minimum of 45 credit hours taken at RIC. Of**  **the 45 credit hours, a minimum of 15 credit hours must be in the major (12 of which**  **must be at the 300- or 400-level).**  <http://ric.smartcatalogiq.com/2019-2020/Catalog/General-Information-Undergraduate/Academic-Policies-and-Requirements-Undergraduate>  With 32 RIC majors now requiring 70+ credits, completing a minimum of 15 credits (just 4 courses) at RIC seems far too few for students to be able to graduate with a RIC major. The professional programs in FSEHD, SON and SSW all require far more credits in their majors and programs. This policy change will most benefit majors and programs in the Faculty of Arts & Sciences and the School of Business.  I reviewed policies related to “residency requirements” for majors at several of our peers as well as URI. Based on my findings, we would be better served establishing a set percentage of the major to be completed at RIC rather than a number of credits to more fairly accommodate the wide range of credits for a RIC major (and to accommodate how frequently our students change majors).  In addition to asking deans to review the proposal, I polled department chairs and program directors for their input and received 15 responses. The majority favored 50% of the major to be completed at RIC.  **PROPOSAL:**  **A minimum of 50% of a student’s major credits must be completed at Rhode Island College with at least 12 credits at the 300- or 400- level.**  The current language under Graduation Requirements groups two different requirements: total number of credits needed to graduate and the residency requirement, or proportion of the degree that must be completed at RIC. The two should be separated and renumbered for clarity. There is also an addition needed for the GPA in major (currently listed as #7). A minimum 2.0 is also required for a minor and needs to be added (it already exists in the catalog in the section entitles Minors). New copy should appear in the catalog and the Manual on Academic Policies and Procedures (MAPP) replacing copy on 10.1 Undergraduate Degrees http://www.ric.edu/recordsoffice/Pages/Graduation.aspx as follows:  **GRADUATION REQUIREMENTS FOR ALL UNDERGRADUATE STUDENTS**  **The following requirements must be completed by undergraduate degree candidates at Rhode Island College in order to graduate:**   1. The General Education requirements. 2. The College Writing Requirement. 3. The College Mathematics Competency. 4. The major requirements listed under each program, and, if applicable, requirements in the minor. 5. Experiential Learning Requirement. 6. A minimum of 120 earned credits. 7. The College Residency Requirement: a minimum of 45 credits must be taken at RIC, including a minimum of 50% of the major credits, with at least 12 credits in the major at the 300- or 400-level. 8. A minimum of a 2.0 G.P.A. in the major and minor (if applicable). 9. A minimum overall G.P.A. of 2.0 on a 4.0 scale. | | | | |
| A.5. [Student impact](#student_impact) | **There should no impact on students if the Academic Advising Report (AAR) is programmed to pick up the new requirement beginning in fall 2020. If there are any December 2020 grads who would be impacted, an exception could be made by the appropriate dean.** | | | | |
| A.6. [Impact on other programs](#impact) | **None** | | | | |
| A.7. [Resource impact](#Resource) | *[Faculty PT & FT](#faculty" \o "Need to hire new full-time or part-time faculty? This is where you indicate if this proposal will be affecting FLH in your department/program.)*: | **None** | | | |
|  | [*Library*:](#library) | **None** | | | |
|  | [*Technology*](#technology) | **None** | | | |
|  | [*Facilities*](#facilities): | **None** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2020** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: This single file copy must include ALL relevant pages from the college catalog, and show how the catalog will be revised. (1) Go to the “Forms and Information” page on the UCC website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and **delete any catalog pages not relevant for this proposal**. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. If new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all is acceptable. Send as a separate single file along with this form. | | | | | |

## D. Signatures

* Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) and a printed signature copy of this whole form to the current Chair of UCC. Check UCC website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Earl Simson | Dean, Faculty of Arts & Sciences |  | 2/7/20 |
| Jeffrey Mello | Dean, School of Business |  | 2/7/20 |
| Debra Servello | Interim Dean, School of Nursing |  | 2/7/20 |
| Jayashree Nimmagadda | Interim Dean, School of Social Work |  | 2/7/20 |
| Jeannine Dingus-Eason | Dean, Feinstein School of Education & Human Development |  | 2/7/20 |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Tamecka Hardmon | Director of Records |  |  |
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