

Rochester INSTITUTE OF TECHNOLOGY

Minor Program proposal form

college OF aPPLIED sCIENCE & tECHNOLOGY

**Department of Civil Engineering Technology, Environmental Management & Safety**

**Name of Minor:** Construction Management

**Brief description of the minor to be used in university publications**

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| The Construction Management minor will broaden the learning experiences and professional opportunities of students interested in courses related to building construction, cost estimating, construction project management, sustainable design/construction, and the technical and management aspects related to construction. |

**1.0 Minor Program Approvals**

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| --- | --- | --- |
|  | Approval request date: | Approval granted date: |
| Academic Unit Curriculum Committee | 11/21/16 | 11/21/16 |
| College Curriculum Committee | 12/5/16 | 12/5/16tolansig |
| Inter-College Curriculum Committee |  |  |

**2.0 Rationale:**

A minor at RIT is a related set of academic courses consisting of no fewer than 15 semester credit hours leading to a formal designation on a student's baccalaureate

How is this set of academic courses related?

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| The required courses ensure that a student will have exposure to the materials, methods, and terminology associated with building construction, a fundamental knowledge of construction cost estimating, and an overview of the construction project manager’s role. The elective courses offer students the opportunity to explore topics that tie directly to construction management, including contracts, sustainable design, 3-D modeling, scheduling, and construction safety. |

**3.0 Multidisciplinary involvement:**

If this is a multidisciplinary minor spanning two or more academic units, list the units and their role in offering and managing this minor.

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**4.0 Students ineligible to pursue this minor:**

The purpose of the minor is both to broaden a student's college education and deepen it in an area outside the student’s major program. A minor may be related to and complement a student’s major, or it may be in a completely different academic/professional area. It is the responsibility of the academic unit proposing a minor and the unit’s curriculum committee to indicate any home programs for which the minor is not a broadening experience.

Please list below any home programs whose students will not be allowed to pursue this minor, provide the reasoning, and indicate if this exclusion has been discussed with the affected programs:

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| Students enrolled in CVET (Civil Engineering Technology) are ineligible to enroll. |

**5.0 Minor Program Structure, Sequence and Course Offering Schedule:**

Describe the structure of the proposed minor and list all courses, their anticipated offering schedule, and any prerequisites.

* All minors must contain at least fifteen semester credit hours;
* Minors may be discipline-based or interdisciplinary;
* In most cases, minors shall consist of a minimum of two upper division courses (300 or above) to provide reasonable breadth and depth within the minor;
* As per New York State requirements, courses within the minor must be offered with sufficient frequency to allow students to complete the minor within the same time frame allowed for the completion of the baccalaureate degree;
* Provide a program mask showing how students will complete the minor.

Narrative of Minor Program Structure:

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| This minor primarily uses courses from the civil engineering technology (CVET) program, but also offers an elective from another program in the department. Overall management of the Construction Management minor is by the Department of Civil Engineering Technology, Environmental Management & Safety (CETEMS).   * Required courses are from the (CVET) program. * Elective courses are from the CVET program and the Environmental, Sustainable, Health, and Safety (ESHS) program within CETEMS.   The number of students eligible for admission to the Construction Management Minor each year will be determined, in part, by the availability of seats in the corresponding courses beyond what is necessary to support students enrolled in Civil Engineering Technology program. This determination will be made annually by the Department Chair.   * Students requesting the minor need to have a Minor Authorization Form signed by the CETEMS Department Chair. Students should submit completed forms to their home department for processing. * The minor requires 15 semester credit hours. * The Construction Management minor meets the criteria established by the RIT Minors Policy [D.1.1] and the Curriculum Committee of the College of Applied Science and Technology (CAST). |

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| **Course Number** | **Course Title** | **SCH** | **Required** | **Optional** | **Fall** | **Spring** | **Annual/**  **Biannual** | **Prerequisites** |
| CAST-CVET-170 | Elements of Building Construction | 3 | X |  |  | X | A | none |
| CAST-CVET-461 | Construction Cost Estimating I | 3 | X |  | X |  | A | CAST-CVET-170 |
| CAST-CVET-462 | Construction Project Management | 3 | X |  |  | X | A | CAST-CVET-170 |
| CAST-CVET-505 | Sustainable Building Design & Construction | 3 |  | X | X |  | A | CAST-CVET-170 |
| CAST-CVET-464 | Construction Planning, Scheduling, and Control | 3 |  | X | X |  | A | CAST-CVET-170 |
| CAST-CVET-465 | Contracts and Specifications | 3 |  | X |  | X | A | 4th year status |
| CAST-ESHS-225 | Construction Safety | 3 |  | X |  | X | A | none |
| CAST-CVET-424 | Building Information Modeling (Revit) | 3 |  | X |  | X | A | CAST-CVET-150 or permission of instructor |
| Total credit hours: | | 15 |  | | | | | |

Policy Name: **D1.1 MINORS POLICY**

 1. Definition

A minor at RIT is a related set of academic courses consisting of no fewer than 15 semester credit hours leading to a formal designation on a student's baccalaureate transcript.

The purpose of the minor is both to broaden a student's college education and deepen it in an area outside the student’s major program. A minor may be related to and complement a student’s major, or it may be in a completely different academic/professional area.   It is the responsibility of the academic unit proposing a minor and the unit’s curriculum committee to indicate any home programs for which the minor is not a broadening experience.

In most cases, minors shall consist of a minimum of two upper division courses to provide reasonable breadth and depth within the minor.

2. Institutional parameters

1. Minors may be discipline-based or interdisciplinary;
2. Only matriculated students may enroll in a minor;
3. At least nine semester credit hours of the minor must consist of courses not required by the student's home program;
4. Students may pursue multiple minors.  A minimum of nine semester credit hours must be designated towards each minor; these courses may not be counted towards other minors;
5. The residency requirement for a minor is a minimum of nine semester credit hours consisting of RIT courses (excluding "X" graded courses);
6. Posting of the minor on the student's academic transcript requires a minimum GPA of 2.0 in each of the minor courses;
7. Minors may not be added to the student's academic record after the granting of the bachelor's degree.

3. Development/approval/administration processes

* 1. Minors may be developed by faculty at the departmental, inter-departmental, college, or inter-college level. As part of the minor development process:
     1. students ineligible for the proposed minor will be identified;
     2. prerequisites, if any, will be identified;
  2. Minor proposals must be approved by the appropriate academic unit(s) curriculum committee, and college curriculum committee(s), before being sent to the Inter-College Curriculum Committee (ICC) for final consideration and approval.
  3. The academic unit offering the minor (in the case of interdisciplinary minors, the designated college/department) is responsible for the following:
     1. enrolling students in the minor (as space permits);
     2. monitoring students progress toward completion of the minor;
     3. authorizing the recording of the minor's completion on student's academic records;
     4. granting of transfer credit, credit by exam, credit by experience, course substitutions, and advanced placement;
     5. responding to student requests for removal from the minor.
  4. As per New York State requirements, courses within the minor must be offered with sufficient frequency to allow students to complete the minor within the same time frame allowed for the completion of the baccalaureate degree.

4. Procedures for Minor revision

It is the duty of the college curriculum committee(s) involved with a minor to maintain the program’s structure and coherence.  Once a minor is approved by the ICC, changes to the minor that do not have a significant effect on its focus may be completed with the approval of the involved academic unit(s) and the college curriculum committee(s).  Significant changes in the focus of the minor must be approved by the appropriate academic unit(s) curriculum committee(s), the college curriculum committee(s) and be resubmitted to the ICC for final consideration and approval.