

Rochester INSTITUTE OF TECHNOLOGY

Minor Program proposal form

kate gleason college of engineering

**Industrial and Systems Engineering**

**Name of Minor:** Engineering Management

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

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| The minor in engineering management integrates technological and managerial expertise while focusing on the management of engineering and technological enterprise. Engineering management is concerned with understanding the technology involved in an engineering project and the management process through which the technology is applied.  |

**1.0 Minor Program Approvals**

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|  | Approval request date: | Approval granted date: |
| Academic Unit Curriculum Committee | 01/25/13 | 01/25/13 |
| College Curriculum Committee | 02/19/13 | 02/19/13 |
| 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 transcript

How is this set of academic courses related?

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| This minor supports the dual role of the engineering manager as both a technologist and a manager. The student gains a background in areas commonly needed in this role, such as engineering management, engineering economics, and accounting, in addition to industrial engineering expertise. |

**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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| Industrial and Systems Engineering (ISEE) , Accounting (ACCT) All courses except ACCT-500 Cost Management in Technical Organizations will be offered by the Industrial and Systems Engineering Department. Management of the minor will be entirely through the Industrial and Systems Engineering Department. |

**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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| All matriculated undergraduates in engineering and engineering-related programs (i.e., consistent with math/science requirements) are eligible, except industrial engineering students. |

**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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| The Engineering Management minor will consist of 15 semester credit hours, three required courses and two elective courses.Prerequisites:1. MATH-233 Linear Systems and Differential Equations
2. Choose 1 of the following:
* STAT-205 Applied Statistics
* MATH-252 Probability and Statistics II
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As an example, students may complete the minor by following the sequence below. However, given the flexible structure of the course, multiple program masks exist.

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| Course Number & Title | SCH | Required | Optional | Fall | Spring | Biennial? | Prerequisites\* |
| Required Courses |
| ISEE-345 Engineering Economy | 3 | Y |  | Y | Y |  | None |
| ISEE-350 Engineering Management | 3 | Y |  |  | Y |  | None |
| ACCT-500 Cost Management in Technical Organizations | 3 | Y |  |  | Y |  | 3rd year standing |
| Elective Courses |
| ISEE-301 Operations Research | 4 |  | Y | Y | Y |  | MATH-233 |
| ISEE-323 Facilities Planning | 3 |  | Y |  | Y |  | Co-req. ISEE-301 |
| ISEE-510 Systems Simulation | 3 |  | Y | Y | Y |  | ISEE-200ISEE-301Co-req. STAT-252 |
| ISEE-420 Production Planning and Scheduling | 3 |  | Y | Y |  |  | ISEE-301STAT-251 |
| ISEE-560 Applied Statistical Quality Control | 3 |  | Y | Y |  |  | Co-req. STAT-252 |
| ISEE-582 Lean Six Sigma Fundamentals | 3 |  | Y | Y | Y |  | STAT-252 or STAT-146 |
| ISEE-703 Supply Chain Management | 3 |  | Y |  | Y |  | Background in Supply Chain |
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| Total credit hours: | 15 |

\*in most cases, pre-requisites may be satisfied by equivalent courses or instructor permission

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.

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