

Rochester INSTITUTE OF TECHNOLOGY

Minor Program proposal form

COLA

**Public Policy Department**

**Name of Minor:** Public Policy

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

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| The purpose of this minor is to provide students with a foundation in the field of public policy and allow them to make connections between public policy and other fields of study. This minor underscores the role of public policy on science and technology-based problems. Through the minor, students obtain a deeper understanding of public policy and the policy making process, how policy analysis impacts policymaking, and how public policies operate within a number of specific science or technological domains. |

**1.0 Minor Program Approvals**

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| --- | --- | --- |
|  | Approval request date: | Approval granted date: |
| Academic Unit Curriculum Committee | 11/20/13 | 11/20/13 |
| College Curriculum Committee | 11/25/13 | 11/25/13 |
| Inter-College Curriculum Committee | 2/17/14 | 2/28/14\* |

**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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| The purpose of this minor is to provide students with a foundation in the field of public policy and allow them to make connections between public policy and other fields of study. |

**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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| Public Policy is the primary academic unit for this minor. |

**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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| Public Policy BS 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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| Students must take five of the courses from the list below. At least one must be from the list of three foundational options (PUBL-101. PUBL-201, or STSO-201). The other four can come from any of the courses below, including the other two foundational courses. (At least two of these courses must be 300 level or above.). |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Course Number & Title | SCH | Required | Optional | Fall | Spring | A/B | Prerequisites |
| Choose at least one of the three below |  |  |  |  |  |  |  |
| PUBL-101 Foundations of Public Policy | 3 |  | X | X | X | A |  |
| STSO-201 Science and Technology Policy | 3 |  | X | X | X | A |  |
| PUBL-201 Ethics, Values and Public Policy | 3 |  | X | X | X | A |  |
| Additional Electives (up to four) two electives must be 300 level or higher |  |  |  |  |  |  |  |
| PUBL-210 Introduction to Qualitative Policy  analysis | 3 |  | X | X | X | A |  |
| STSO-341 Biomedical Issues | 3 |  | X | X | X | A |  |
| PUBL-301 Public Policy Analysis | 3 |  | X | X |  | A |  |
| PUBL-302 Decision Analysis | 3 |  | X |  | X | A |  |
| STSO-421 Environmental Policy | 3 |  | X | X | X | A |  |
| PUBL-489 Special Topics in Public Policy | 3 |  | X | X | X | A |  |
| PUBL-510 Technological Innovation and Public Policy | 3 |  | X | X | X | A |  |
| PUBL-520 Information and Communication Policy | 3 |  | X | X | X | A |  |
| PUBL-530 Energy Policy | 3 |  | X | X | X | A |  |

|  |  |
| --- | --- |
| Total credit hours: | 15 |

**Minor Course Conversion Table: Quarter Calendar and Semester Calendar Comparison**

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| **Directions: The tables on this page will be used by the registrar’s office to aid student’s transitioning from the quarter calendar to the semester calendar.**  **If this minor existed in the quarter calendar and is being converted to the semester calendar please complete the following tables.**  **If this is a new minor that did not exist under the quarter calendar do not complete the following tables.**  Use the following tables to show minor course comparison in quarter and semester calendar formats. Use courses in the (2011-12) minor mask for this table. Display all required and elective minor courses. If necessary clarify how course sequences in the quarter calendar convert to semesters by either bracketing or using some other notation. |

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| --- | --- |
| Name of Minor in Semester Calendar: | Public Policy Minor |
| Name of Minor in Quarter Calendar: | Public Policy Minor |
| Name of Certifying Academic Unit: | Public Policy Department |

| **QUARTER: Current Minor Courses** | | | **SEMESTER: Converted Minor Courses** | | |  |
| --- | --- | --- | --- | --- | --- | --- |
| Course # | Course Title | QCH | Course # | Course Title | SCH | **Comments** |
|  |  |  |  |  |  |  |
| 0521-400 | Foundations of Public Policy | 4 | PUBL-101 | Foundations of Public Policy | 3 |  |
| 0508-441 | Science and Technology Policy | 4 | STSO-201 | Science and Technology Policy | 3 |  |
| 0521-401 | Values and Public Policy | 4 | PUBL-201 | Values and Public Policy | 3 |  |
| 0521-406 | Introduction to Qualitative Methods | 4 | PUBL-210 | Introduction to Qualitative Policy Analysis | 3 |  |
| 0508-445 | Biomedical Issues | 4 | STSO-341 | Biomedical Issues | 3 |  |
| 0521-402 | Public Analysis I | 4 | PUBL-301 | Public Policy Analysis | 3 |  |
| 0521-403 | Public Analysis II | 4 |  |  |  | This was split into PUBL-301 and 302 |
| 0521-404 | Public Analysis III | 4 | PUBL-302 | Decision Analysis | 3 |  |
| 0508-484 | Environmental Policy | 4 | STSO-421 | Environmental Policy | 3 |  |
| 0521-449 | Special Topics in Public Policy | 4 | PUBL-489 | Special Topics in Public Policy | 3 |  |
| 0521-408 | Technological Innovation and Public Policy | 4 | PUBL-510 | Technological Innovation and Public Policy | 3 |  |
| 0521-410 | Information and Communication Policy | 4 | PUBL-520 | Information and Communication Policy | 3 |  |
| 0521-451 | Energy Policy | 4 | PUBL-530 | Energy Policy | 3 |  |

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.