INFO

1 and 2-credit hour courses in semester programs - The RIT Program Framework provides the parameters to be used across the University to design all graduate and undergraduate semester programs. As stated in the Program Framework, the Provost must approve any exceptions to the stated program requirements; specifically related to this memo, every undergraduate program must include 32 3-credit hour courses. Exceptions to this requirement will be difficult to obtain.

Currently, some undergraduate curricula across campus include 1 and 2-credit courses that help programs address a variety of needs such as freshman year retention, transition into specific areas of study, and strengthening a program of study in specific areas. To accommodate the curricular needs of these programs to include 1 and 2 semester credit hour courses either as required (e.g., field-specific freshman seminars), or as elective courses, up to 4 credit hours in any combination of 1, 2, and 3-credit hour courses can be a part of the new curricula under the following parameters:

- Programs must satisfy the 32 3-credit hour course Program Framework requirement.
- Programs can include up to four semester credit hours split into 1, 2 and 3-credit hour courses; combinations of 1 and/or 2-credit hour courses are no substitute for 3-credit hour courses as stated in the Program Framework’s 32 3-credit hour course requirement.
- Programs that intend to include more than 4 credits in 1 or 2-credit hour courses must seek Provost approval by submitting an exception form to the Conversion Cross-Disciplinary Committee.

Department chairs and program directors whose programs include 1 and 2-credit hour courses, are required to submit a short statement that explains the number and need for 1 and/or 2-credit hour courses in the curriculum and whether the program meets the 32 3-credit hour course Program Framework requirement. This statement should be reviewed and validated by the program’s college curriculum committee. Please note that undergraduate programs are neither expected nor required to include 1 or 2-credit hour courses; this guideline gives program designers a degree of freedom that is not explicitly stated in RIT’s Program Framework. Department chairs and program administrators are encouraged to carefully examine the consequences of adding 1 and 2-credit hour courses to their curricula as it may impact student credit loads and faculty teaching loads.

The Intersession Committee has identified a group of broad activity categories for intersession and is in the process of meeting (in teams of 2) with campus experts to learn about possible roadblocks, enhancements, policies, practices that apply to each category. Issues under discussion: credit-bearing courses (tuition, financial aid, faculty load).
The Cross Disciplinary Committee has reviewed waivers from KGCOE’s Chemical Engineering and Biomedical Engineering programs, and a waiver from GCCIS’s Department of Computer Science.

INCOMING Q & A:

Q. Who assigns the new course numbers to the course?

A. We created the alpha designations to be used now during the course creation process. It is very important for the course number to be selected by the department keeping in mind the course numbering guidelines. (Joe Loffredo)


Q. What Program Code should we use on the NYSED/Program Form?

A. Use the existing program codes – these are available on the PACKET MENU Item 3j.

RECENT CHANGES

10.6.10 – Existing Program Codes added

10.6.10 – Existing Minors Codes added

Packet Menu: https://www.rit.edu/conversion/facstaff_program_conversion_packet.php

CONVERSION RELATED MEETINGS

- The Intersession Committee met 10/4/10 and is scheduled to meet again next week.
- The Cross Disciplinary Committee met this 10/6/10 and is scheduled meet again 10/13/10.
- The Steering Committee is scheduled to meet 10/11/10.
- The Gen Ed Committee met 10/8/10 and is scheduled to meet 10/15/10.

Comments or questions can be directed to the Academic Calendar Conversion Office Q2S2013@rit.edu.