

ATTACHMENT A

CIM Report Feb 6, 2018 10:22am

Program Changes Pending Approval from Graduate Committee

Code	Field	Old Value	New Value
BENGMS	Scheduled Program Review Date	NA	2018-2019
	Description and justification of the request	Adding requirements already set at the Graduate School level.	Added the requirement to produce a journal quality paper. Set a maximum number of 4000 level course that can be used for the degree. Changes in the graduate catalogue were made to clarify the degree requirements so students are able to better process the information. All of the changed parts had been the department policy and have been stated in the department's graduate handbook for over 7-10 years as described in the "DESCRIPTION" section. For example, the "preparation of a paper suitable for submission to a refereed journal" has been required at least for the past 7 years for both MS and PhD degrees in BENG. However, we found that the Graduate Catalogue has not clearly reflected the degree requirements, causing confusions for the students. The 4000 level course requirement aligns the program with ADHE requirements.
	Description and Justification for this request	Adding requirements already set at the Graduate School level.	
	Effective Catalog Year	Fall 2017	Fall 2018
	Program Goals and Objectives	NA	1. Prepare students for significant applications of and contributions to Biological Engineering beyond graduation.\n2. Produce theses which meet high academic standards and constitute significant applications of and contributions to Biological Engineering.\n
	Learning Outcomes	NA	1. Students will make satisfactory progress toward the completion of course requirements in preparation for conducting thesis research which constitutes a significant contribution to Biological Engineering.\n2. Students will be prepared to plan thesis research which meets high academic standards and constitutes a significant contribution to Biological Engineering.\n3. Students will write a thesis which meets high academic standards and constitutes a significant contribution to Biological Engineering.\n4. Students will be able to communicate effectively.\n
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		30

	Reviewer Comments		<p>ndennis - Tue, 24 Oct 2017 20:28:09 GMT - Rollback: You are adding a requirement, not clarifying. Provide a justification for the added requirement (why are you adding the requirement)</p> <p>ndennis - Fri, 27 Oct 2017 20:32:24 GMT - Rollback: Please see the previous rollback comment and add the program change to the description of change. You are adding a program requirement to the catalog. Describe the specific requirement and the justification for making the new requirement in the description and justification box.</p> <p>ndennis - Tue, 07 Nov 2017 16:42:23 GMT - Rollback: Come see me and lets talk about your admission and program requirements in general.</p> <p>ndennis - Fri, 10 Nov 2017 17:05:09 GMT - Revised 4000 level course statement and the description and justification blocks.</p> <p>agriffin - Tue, 14 Nov 2017 17:24:14 GMT - Rollback: Please review item 2 of requirements. The Graduate School no longer allows the use of 4000-level courses toward graduate programs. Thus, the description and justification will also need to be changed. Consult with Dr. Dennis regarding this new policy.</p> <p>agriffin - Thu, 16 Nov 2017 16:02:26 GMT - Inserted scheduled program review date.</p> <p>ndennis - Wed, 13 Dec 2017 20:46:32 GMT - Rollback: While were are making these separate changes for MS and PhD programs please separate MS and PhD admission requirements. Currently, the mixture of requirements is confusing and possibly contradictory. Also, the grad school is encouraging us not to rely on a combined GRE score for admission, therefore publishing a mandatory minimum score is contradictory to their guidance.</p> <p>ndennis - Wed, 03 Jan 2018 22:18:25 GMT - Modified language in the requirements section to clarify meaning</p> <p>agriffin - Fri, 26 Jan 2018 20:55:56 GMT - UCPC changed the language regarding the GRE requirement.</p>
BENGP	Scheduled Program Review Date	NA	2018-2019
	Description and justification of the request	Adding existing requirements that match the Graduate School's general requirements.	Adding the requirement to produce a journal quality paper. Clarifying the number of 4000 level credit hours that can be used in the degree. Removing administrative details of the examinations. Reduce the verbiage in the catalog and refer students to the departmental graduate student handbook for administrative details. While the details may change from time to time, the program requirements themselves will not change. Align the use of 4000 level courses with ADHE requirements.
	Description and Justification for this request	Adding existing requirements that match the Graduate School's general requirements.	
	Effective Catalog Year	Fall 2017	Fall 2018
	Program Goals and Objectives	NA	1. Prepare students for independent research to contribute new scientific knowledge of fundamental importance to the fields of Biological Engineering.\n2. Contribute new knowledge of fundamental importance or significantly modify, amplify, or interpret existing knowledge in a new and important manner.\n

	Learning Outcomes	NA	<p>1. Students will make satisfactory progress toward the completion of course requirements in preparation for independent research to contribute new and fundamentally important knowledge to Biological Engineering.\n2. Students will be prepared for independent research in Biological Engineering.\n3. Students will be prepared to contribute new and fundamentally important knowledge to Biological Engineering.\n4. Students will contribute new and fundamentally important knowledge to Biological Engineering or significantly modify, amplify, or interpret existing knowledge in a new and important manner.\n5. Students will be able to communicate effectively in a professional, scientific setting.\n\n\n</p>
	Track(s) - Action		Action
	Focused Stud(y/ies) - Action		Action
	What are the total hours needed to complete the program?		78

Reviewer Comments

ndennis - Tue, 24 Oct 2017 20:26:18 GMT - Rollback: You at adding the requirement for creation of a journal quality paper, not clarifying requirements. Provide a reasonable justification for this new requirement.

ndennis - Fri, 27 Oct 2017 20:29:26 GMT - Rollback: You are adding a requirement to your PhD program. State the exact change in the description of change box. This change is not a clarification.

ndennis - Tue, 07 Nov 2017 16:39:21 GMT - Rollback: Under new graduate school policy no coursework presented for a PhD can be 4000 level or below. The only exception is going from BA to PhD, in that case up to 12 hours (50% of course work allowed for an MS) of coursework could be 4000 level, but it must be taken during the first 30 hours of the program. if going from MS to PhD all coursework must be 5000 level or above. Bullet 2 in your program requirements potentially violates this policy. Plus the only change I see in your requirements is the requirement to produce a publishable article, not all of the other changes you describe. Please modify your coursework language in the program requirements.

ndennis - Fri, 10 Nov 2017 16:56:39 GMT - Added the requirement for all coursework to be at the 5000 level for MS to PhD. Revised description and justification of change.

agriffin - Tue, 14 Nov 2017 17:28:50 GMT - Rollback: Please review item 2 of requirements. The Graduate School no longer allows the use of 4000-level courses toward graduate programs. Thus, the description and justification will also need to be changed. Consult with Dr. Dennis regarding this new policy.

agriffin - Thu, 16 Nov 2017 16:06:55 GMT - Inserted scheduled program review date.

ndennis - Wed, 13 Dec 2017 20:52:24 GMT - Rollback: Bullet 2 in the requirements applies only to students who are going from BS to PhD. Please state that.

ndennis - Wed, 03 Jan 2018 22:11:38 GMT - Modified language in the requirements section