Memorandum

To: Daryl Whitford, Registrar
From: Max L. Checketts, Vice President for Academics
Date: December 17, 2009
Subject: Curriculum Proposals

The following proposals were approved by the Academic Council:

- 09-54 CS Minor, Geoffrey Draper
- 09-55 IS Minor, James Lee
- 09-56 IT Minor, Aaron Curtis

MLC:ill
Cc: Glade Tew, Dean, College of Business, Computing & Government
    Chad Compton, Associate Academic Vice President for Instruction
    Jim Lee, Department Chair, Information Systems
    Doug Bates, Chair, Curriculum Committee
## Approvals

**Name of Proposal:** IT Minor  
**Submitted by:** Aaron Curtis  
**Signature:**  
**Date:** 12/01/09

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Recommendation/Signature</th>
<th>Date</th>
</tr>
</thead>
</table>
| Faculty Vote: For [7], Against [0], Abstain [0], Absent [0] | Signature:  
CIS Chair: James Lee | 12/1/09 |
| 1. Approved by Department [separate block for each dept] | Signature:  
CIS Chair: James Lee | 12/1/09 |
| 2. Approved by College [separate block for each college] | Signature:  
CBCG Dean: Glade Tew | 12/2/09 |
| 3. Reviewed by LAS (if new resources are requested) | Signature:  
LAS: Douglas Bates | |
| 4. Approved by General Education (if any GE course is affected) | Signature:  
GE: Beth Haynes | |
| 5. Approved by University Curriculum Committee | Signature:  
UCC: Douglas Bates | |
| 6. Approved by Academic Council | Signature:  
AVP: Max Checketts | |
| 7. Approved by the President's Council (for new programs) | Signature:  
Pres: Steven Wheelwright | |
Summary:

Requests
Replace requirements for IT minor:

- Delete CIS 202: Object-Oriented Programming
- Delete CIS 470: Ethics in Computer and Information Sciences
- Add IT 224: Computer Hardware and Systems Software

Impacts

- We expect 2-3 IT minors per year.
- Impact on teaching load: none.
- Impact on students: 1 additional credit hour (17-18 credits)

Lower division classes currently offered that contribute to the IT minor:

- IT 220: Linux essentials (F, W)
- IT 240: Fundamentals of Web Design & Technology (1st, F, W, Sp)
- IT 280: Data Communications Systems and Networks (F, W, Sp)

Justification

- Allow students to take more IT courses
- Increase depth of exposure to IT
- Reduce overlap with other majors and minors offered within our department.
  - The old IT minor allowed students to take 11 of the 17 credit hours by enrolling in CIS courses, many of which are already required for all three CIS majors. Students majoring in IS or CS could potentially earn a minor in IT by taking only two more classes in the IT department beyond the CIS courses they already needed for their major. This did not seem right to us. We decided to tighten up the minor, causing students to focus on IT courses in satisfaction of the elective requirements. Under the proposed plan, we believe students who minor in IT will have an increased understanding and appreciation of IT in particular rather than their former broad understanding of CIS in general.
Upon approval, the information presented on this course proposal sheet will become binding on the department and the university. Any material changes require a new program proposal.

Effective Date: immediately upon approval

College: College of Business, Computing, and Government

Abbreviation: IT

Major Requirements Sheet (MRS): The main document required for a program proposal is the MRS which is used by academic advisors, students, and others. It must be attached immediately following this page. It must clearly identify ALL requirements that must be met. Take special care to make sure the MRS is as clear and accurate as possible.

Core elements of the Major Requirements Sheet are binding as approved and cannot be changed without a new program proposal. The following elements are core.

The list of Requirements

For each requirement, the number of credits required (if applicable) and the specific courses by number (or number range) that can be applied to meet that requirement. (Note that waivers and substitutions can be used to supersede requirements on a per student basis.)

Take special care that “and” and “or” are clarified when complex alternatives are presented. If appropriate, simplify to meet the normal case and allow waivers and substitutions to be used to meet unusual cases.

Support elements of the Major Requirements Sheet are not binding and can be freely changed without a new program proposal. The following elements are support.

The formatting of the MRS.

The order in which the requirements are listed.

For each requirement, its descriptive label.

For each course, the dates the course is expected to be offered.

For each course, its prerequisites.

Note that some support element changes require a Course Proposal, even though the MRS does not need to be re-approved.
INFORMATION TECHNOLOGY MINOR (17 HOURS)

- CIS 100 Fundamentals of Information Systems & Technology (3)
- CIS 101 Beginning Programming (3)
- CIS 202 Object-Oriented Programming (3)
- CIS 470 Ethics in Computer & Information Sciences (2)
- Any 6 hours in information technology coursework (6).

Revised Web Page

Change credit hours to 18

Delete CIS 202

Add IT 224

Delete CIS 470

Change credit hours to 9
Computer & Information Science Department

Minor in Information Technology

March 2009

Name ______________________ ID# __________ Graduation Date __________

Complete the following 17 hours of coursework. All grades for the minor must be C- or higher.

### Required coursework (17 hours)

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Cr</th>
<th>Prerequisites</th>
<th>Offered</th>
<th>Semester or Term</th>
<th>Grade</th>
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<tbody>
<tr>
<td>CIS 100</td>
<td>Fundamentals of Info. Systems &amp; Tech.</td>
<td>3</td>
<td></td>
<td>F W Sp 1st</td>
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<tr>
<td>CIS 101</td>
<td>Beginning Programming</td>
<td>3</td>
<td></td>
<td>F W Sp 1st</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 202</td>
<td>Object-Oriented Programming</td>
<td>3</td>
<td>CIS 101/101L and Math 110 or equivalent</td>
<td>1st W</td>
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<td></td>
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<tr>
<td>CIS 470</td>
<td>Ethics in Computer &amp; Info. Sciences</td>
<td>2</td>
<td>CIS 405 or Sr. Standing</td>
<td>F W Sp</td>
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### Elective Coursework (6 hours)

Any 6 credit hours of coursework in Information Technology.

<table>
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<tr>
<th>Course #</th>
<th>Title</th>
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- One retake is allowed per class, for up to three classes. Additional retakes require special permission.

Academic Advisor / date ____________________________ IT Program Chair / date ____________________________

Revised 6/14/09

11/30/09 amc
Complete the following 18 hours of coursework. All grades for the minor must be C- or higher.

### Required coursework (9 hours)

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Cr</th>
<th>Prerequisites</th>
<th>Offered</th>
<th>Semester or Term</th>
<th>Grade</th>
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<td>F, W, Sp</td>
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<tr>
<td>IT 224</td>
<td>Computer Hardware and Systems Software</td>
<td>3</td>
<td>CIS 101</td>
<td>F, W</td>
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### Elective Coursework (9 hours)

*Any additional 9 credit hours of coursework in Information Technology including any necessary prerequisite courses.*

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Academic Advisor / date

IT Program Chair / date

*Effective Winter 2010 revised 11/30/09 amc*