

Texas Tech University
COLLEGE OF ENGINEERING
Operating Policy and Procedures
[Approved by Executive: 06-04-07]

COE OP 20.02: Interdisciplinary Academic Degree Program Governance

Date: April 2007

Purpose: This College Operating Policy defines the faculty governance structure for interdisciplinary undergraduate and graduate degrees in the College of Engineering.

Review: This OP will be reviewed in the summer of every odd-numbered year by the College Faculty Research Awards Committee, with recommendations for revision presented to the Executive Committee by August 15.

POLICY/PROCEDURE

1. Background

Interdisciplinary academic degrees or certificates offered by the College of Engineering, such as the master of engineering, bachelor of science in engineering physics, or other new degrees, require the same level of faculty governance and control as departmentally-based programs.

At present, this OP applies to the following interdisciplinary programs:

- Bachelor of Science in Engineering Physics
- Master of Engineering

2. Academic Unit

In the case of engineering interdisciplinary programs, the college is the effective academic unit as opposed to the normal department for disciplinary programs. For graduate interdisciplinary degrees offered through the College of Engineering, the senior associate dean or the director of the program appointed by the dean will serve as the effective graduate advisor and assume relevant department chair responsibilities. For undergraduate degrees the associate dean for undergraduate studies will assume the relevant department chair responsibilities.

3. Governing Faculty Program Committee

Each interdisciplinary academic degree program will have a governing faculty committee consisting of at least five (5) faculty members who represent the departments with greatest participation in the academic degree course offerings and related scholarly activities, if any. The ex-officio chair of the committee will be the associate dean for undergraduate studies for baccalaureate degree programs and the senior associate dean or program director for graduate degree programs. The committee will meet at least once per semester.

The faculty committee will be responsible for the following:

Educational Objectives and Curriculum. The governing faculty program committee will be responsible to define the educational objectives for the program, and create or modify a curriculum consistent with those educational objectives. The curricular requirements include course requirements, minors, and thesis or report requirements as appropriate. Once approved by the faculty governing committee, initial or modifications to existing educational objectives and the curriculum will then be reviewed and approved by the college's Academic Programs Committee.

Admissions. The committee will set admissions standards. The committee will make exceptional admissions decisions in cases of students not meeting the committee's admissions standards. If a graduate program, the committee will monitor students on temporary graduate status (GTMP) on a semi-annual basis, assuring no student remains in GTMP status longer than the Graduate College policy.

Final Comprehensive Evaluation. (Graduate programs only.) The Graduate School requires a final comprehensive evaluation for all students in a graduate program. The faculty committee members will define appropriate final comprehensive evaluations for graduate interdisciplinary programs which are then assessed by both the faculty advisor and the Senior Associate Dean.

Assessment. The governing committee will define the student learning outcomes and assess the achievement of those learning outcomes by graduates following Southern Association of Colleges and Schools (SACS) accreditation requirements. If the degree program is accredited by Accreditation Board of Engineering and Technology (ABET), the committee is responsible for the assessment and preparation of the self-study for ABET accreditation reviews.

Adjunct Faculty. Adjunct faculty hired to teach college-wide (e.g. ENGR prefixed) courses designed specifically for the interdisciplinary program will be approved by the governing faculty committee.

4. Academic Advising

Each student enrolled in the interdisciplinary program will have an assigned faculty advisor responsible for program of study planning, career mentoring, and enforcing academic policies. Members of the faculty program committee will serve as academic advisors, or other willing faculty members, assigned by the responsible associate dean. Note that faculty advisors must be members of the graduate faculty for graduate programs. Staff advisors, when available, will also provide student advising assistance.

5. Program of Study Approval.

(graduate programs only.) The official degree program for the student ("Program for the Master's Degree") will be approved by both the student's faculty advisor and the responsible associate dean.

6. Courses

Courses associated with interdisciplinary academic degree programs are either courses offered by departments or college-wide courses with the ENGR prefix. All courses (e.g. title, units, prerequisites, description and syllabus) associated with the interdisciplinary degree programs must be first approved by the department offering the course or, for the case of ENGR courses, by the college-level curriculum committee (Academic Program Committee.)