

REQUEST TO ADD OR CHANGE A TRANSCRIPT-RECOGNIZED UNDERGRADUATE ACADEMIC MINOR AND/OR REQUEST FOR RECOGNITION ON THE UNIVERSITY TRANSCRIPTS¹

1. **TYPE OF PROPOSAL:** New Transcript-Recognized Minor
 Change an Existing Transcript-Recognized Minor
 Delete a Transcript-Recognized Minor
2. **THIS PROPOSAL INVOLVES: (Please check all that apply)**
- | | | |
|--|--|--|
| <input type="checkbox"/> Courses in other colleges | <input checked="" type="checkbox"/> Courses in proposer's college that are frequently taken by students in other colleges | <input type="checkbox"/> Flags |
| <input type="checkbox"/> Course in the core curriculum | <input type="checkbox"/> Change in course sequencing for an existing program | <input checked="" type="checkbox"/> Courses that have to be added to the inventory |
| <input type="checkbox"/> Change in admission requirements (external or internal) | <input type="checkbox"/> Requirements not explicit in the catalog language (e.g., lists of acceptable courses maintained by department office) | |

3. **SCOPE OF PROPOSED CHANGE:**

- a. Does this proposal impact other colleges/schools? Yes No
If yes, then how?
- b. Do you anticipate a net change in the number of students in your college? Yes No
If yes, how many more (or fewer) students do you expect?
- c. Do you anticipate a net increase (or decrease) in the number of students from outside of your college taking classes in your college? Yes No
If yes, please indicate the number of students and/or class seats involved.
- d. Do you anticipate a net increase (or decrease) in the number of students from your college taking courses in other colleges? Yes No
If yes, please indicate the number of students and/or class seats involved.

If 3 a, b, c, or d was answered with yes, please answer the following questions. If the proposal has potential budgetary impacts for another college/school, such as requiring new sections or a non-negligible increase in the number of seats offered, at least one contact must be at the college-level.

How many students do you expect to be impacted?

Impacted schools must be contacted and their response(s) included:

Person communicated with:

Date of communication:

Response:

4. **OFFICIAL NAME:** Landscape Studies minor

5. **PROPOSED IMPLEMENTATION DATE:**² Fall 2018

6. **FIELD OF STUDY, CIP CODE** (administrative unit awarding the certificate):³ Landscape Architecture 04.0601

7. **STATEMENT OF OBJECTIVE:** This minor is expected to attract students anticipating application to a graduate program in landscape architecture, and whom value having a minor specifically in landscape architecture on their transcripts.

8. **ADMISSIONS REQUIREMENT (IF ANY):** Overall UT GPA of 2.5; available to undergraduates in majors outside of the School of Architecture.

9. NUMBER OF STUDENTS EXPECTED TO RECEIVE THE TRANSCRIPT-RECOGNIZED MINOR EACH SEMESTER: Fewer than 15

10. ANTICIPATED ENROLLMENT CAPACITY? 15

11. NUMBER OF HOURS REQUIRED FOR COMPLETION:⁴ 15

12. COMPOSITION OF THE MINOR FACULTY COMMITTEE (INCLUDING THE COMMITTEE CHAIR):⁵

Name of Faculty Member	College/Department	Title at UT Austin	Highest Degree and Awarding Institution
Juan Miró	School of Architecture	Associate Dean, Professor	M. Arch, Yale University
Dean Almy	School of Architecture	Associate Professor	M. Arch, University of Texas at Austin
Hope Hasbrouck	School of Architecture	Associate Professor	M. LA, Harvard
Mirka Benes	School of Architecture	Associate Professor	Ph.D., Yale University
Richard Cleary	School of Architecture	Professor	Ph.D., Columbia University

13. Academic Course Requirements:⁶ Use this table to identify the courses that qualify for this certificate program.

Course Abbreviation and Number	Course Title	SCH ⁷
ARC 312K	Texas Land and Landscape	3
ARC 318K	World Architecture: Origins to 1750	3
ARC 318L	World Architecture: The Industrial Revolution to the Present	3
ARC 342C	Mexican Architecture: Pre-Columbian to Contemporary	3
ARC 342E	Histories and Theories of Landscape Architectural History I	3
ARC 342F	Histories and Theories of Landscape Architectural History II	3
ARC 342R.8	Hybridity and Landscape Architecture	3
ARC 342K	Representing Landscape Architecture 1500-2015	3
ARC 342R.11	Modern Landscape Architecture 1900-1970	3
ARC 342R.12	The Italian Villa and Garden	3
ARC 342J	Professional Design Practice in Baroque Rome: Francesco Borromini	3
ARC 327.20	Introduction to Urban Ecology	3
ARC 327.21	Urban Agricultural Systems	3
ARC 327.22	Native Plants	3
ARC 327C	Urban Design History Theory Criticism	3
ARC 327R.6	Design of New Communities	3
ARC 328V	Digital Visualization/Built Environment	3

14. OTHER MINOR REQUIREMENTS: Because of the similarities across the minors offered by the School of Architecture, students may obtain only one minor from the School of Architecture.

15. COLLEGE/SCHOOL APPROVAL PROCESS:

Department approval date: 9/28/2017	Approved by whom: Jason Sowell
College approval date: 9/29/2017	Approved by whom: Associate Dean Juan Miro
Dean approval date: 9/29/2017	Approved by whom: Dean Michelle Addington

The Landscape Studies Minor

The Landscape Studies Minor is designed to provide a foundation in landscape studies concepts for students outside of the School of Architecture. Any undergraduate outside of the School of Architecture with a University grade point average of at least 2.5 may take any course listed below, whether pursuing the Landscape Studies Minor or not. Students may obtain only one minor from the School of Architecture.

Students who know they intend to complete the Landscape Studies minor should apply online at the earliest possible date; deadlines are March 1 for fall or summer, and October 1 for spring.

To fulfill the Landscape Studies Minor students must complete fifteen semester hours of coursework as described below. At least half of the coursework must be completed in residence at The University of Texas at Austin. All coursework must be taken on the letter-grade basis, and completed in conjunction with the students' major requirements. Six hours must be upper-division.

Registration for upper-division courses will require successful completion of 60 semester hours of coursework.

Students pursuing the Landscape Studies Minor may choose from among the following courses:

Lower-division:

Architecture 312K, 318K, 318L

Upper-division:

Architecture 327C, 327R.6, 327R.20, 327R.21, 327R.22

Architecture 328V

Architecture 342C, 342E, 342F, 342J, 342K, 342R.11, 342R.12

All Architecture 327 courses (Architecture 327A through Architecture 327Z).

All Architecture 342 courses (Architecture 342A through Architecture 342Z).

In addition to the above courses students also may count any unnumbered advanced architectural history topics courses (Architecture 368R) and architectural theory courses (Architecture 350R) completed prior to Fall 2016.

Please include a draft of the catalog copy immediately following the above form. If this is an update of an existing copy, the draft should be based on the text of the current catalog available at:

<http://catalog.utexas.edu/undergraduate/>.

Strike through and replace (with underlines) only the specific language to be changed. Do NOT use track changes. Submit form electronically to the Office of the General Faculty and Faculty Council at fc@austin.utexas.edu. For questions on completing this section, please contact Victoria Cervantes, fc@austin.utexas.edu, 471-5934 or Brenda Schumann, brenda.schumann@austin.utexas.edu, 475-7654

¹ Proposed Policy on the Recognition of Undergraduate Academic Minors on Official University Transcripts as Approved by the Educational Policy Committee ([D 10359-10361](#)):

- A. Minimum Criteria for a Transcript-Recognized Undergraduate Academic Minor
- a. The transcript-recognized undergraduate academic minor must be completed in conjunction with an undergraduate degree at the University of Texas at Austin; students pursuing an integrated undergraduate/graduate program must complete the requirements for the minor within one year after completing the undergraduate requirements of their program.
 - b. Transcript-recognized undergraduate academic minors must require a minimum of fifteen hours of course work but not more than eighteen hours. None of the specified coursework for the minor can include unnumbered topics courses. Minors will include a minimum of six hours of upper division coursework except in cases where students are pursuing a minor in a foreign language. In those instances, the minor must include at least nine semester hours of coursework beyond first year competence in a foreign language, including at least three hours of upper-division coursework.
 - c. At least half of the required course work in the minor must be completed in residence at The University of Texas at Austin.
 - d. A student may not earn a minor in the same field of study as his or her major, and at least nine of the hours required for the minor must include coursework not used to satisfy the requirements of the student's major. However, courses in the minor may fulfill other degree requirements such as general education requirements or required elective hours.
 - e. Students apply for transcript-recognized undergraduate academic minors at the time they complete their undergraduate degree. Transcript recognition is awarded at that time.
- B. Approval Process For Transcript-Recognized Undergraduate Academic Minors
- The requirements of transcript-recognized undergraduate academic minors shall be listed in the undergraduate catalog, with proposals reviewed and approved by the Committee on Undergraduate Degree Program Review (CUDPR) and subsequently sent to the Faculty Council as minor legislation for approval. Proposals for these minors are required to obtain prior approval from the sponsoring college(s) or school(s).

Program proposals submitted by the offering unit (e.g., the department or academic program) must include a statement of objective and need (expected demand), anticipated enrollment capacity, academic course and other requirements, the field of study (and CIP code), and the composition of the minor faculty committee, including the committee chair. Proposals for a transcriptable minor should describe the admissions process (if any) for acceptance into the minor. In cases where minors are offered in the same field of study as a major, the faculty of the unit offering the major will de facto constitute the faculty committee for the minor, and the department chair (or designate) will be designated as the committee chair for the minor. The committee must have a minimum of five members, and at least two-thirds of the committee must be tenured or tenure-track faculty.

Once approved, programs are required to submit a report to CUDPR every four years. The report must list the current chair and all committee members and include the number of students completing the minor in each of the prior four years. If the committee plans any changes in the requirements of the minor, these changes should be explained; changes require the same approvals as an original application, that is, approval by the college(s) or school(s), CUDPR, and the Faculty Council.

- C. The Certification Process for Students Completing the Requirements for a Minor
- Certification of completion of the requirements is done by the program's faculty committee chair (or the department's undergraduate advisor). An application for the certification of completion is initiated by the student and submitted to the chair of the faculty oversight committee at the time they

complete their undergraduate degree or the certificate program, whichever comes later. Transcript recognition is awarded at that time.

Application for certification must be made directly to the academic unit offering the minor and is not a substitute for the application for graduation required by a student's degree-granting school or college.

After approval of the student's application, the Office of the Registrar will be notified so that the minor can be shown on the official transcript.

² Transcript-recognized minors will not appear on the University transcripts until next catalog.

³ Use the federal CIP code selector site to pick a code, <http://nces.ed.gov/ipeds/cipcode>. After all other areas of this form are completed, forward a copy to the Office of Institutional Reporting, Research, and Information Systems (IRRIS) IRRIS_data_request@utlists.utexas.edu with a request to verify the CIP code ("CIP CODE" in the subject line). Include your contact information, so an IRRIS member may contact you with any questions.

⁴ See footnote ¹A.b. above: 15-20hours are required.

⁵ See footnote ¹B. above

⁶ Note with an asterisk (*) courses that would be added if the transcript-recognized minor is approved. Specify changes to the qualifying courses by noting those no longer qualifying and those now qualifying. (*Add and delete rows as needed.*) If the course numbers and titles change on a regular basis, please indicate the types of courses and number of hours for required for each.

Note with a hashtag (#) courses that require a prerequisite and provide the prerequisite course numbers.

⁷ Semester Credit Hours.