REQUEST TO ADD OR CHANGE A TRANSCRIPT-RECOGNIZED UNDERGRADUATE ACADEMIC MINOR AND/OR REQUEST FOR RECOGNITION ON THE UNIVERSITY TRANSCRIPTS[1]

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)**

    ☐ Courses in other colleges ☐ Courses in proposer's college that are frequently taken by students in other colleges ☐ Flags

    ☐ Course in the core curriculum ☐ Change in course sequencing for an existing program ☐ Courses that have to be added to the inventory

    ☐ Change in admission requirements (external or internal) ☐ 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 <u>students from outside</u> of your college taking <u>classes in your college</u>? 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 <u>students from your college</u> taking <u>courses in other colleges</u>? 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:

Change being proposed and rationale:

In the catalog language, remove specification of course numbers accepted for the nine hours of operations management electives; any upper-division operations management is accepted.

Rationale: Not specifying a long list is easier for students to understand the requirement. It also reduces the risk of missing adding new courses that the department would want to be included, study abroad courses, etc. The original intent was any upper-division operations management; this is making that intent explicit and simpler in the catalog language.

4. **OFFICIAL NAME:** Supply Chain Management Minor for Business Majors

5. **PROPOSED IMPLEMENTATION DATE**:[2] fall 2018

6. **FIELD OF STUDY, CIP CODE** (administrative unit awarding the certificate)**:**[3] O M, 52.0203
    Supply Chain Management

7. **STATEMENT OF OBJECTIVE**: Unchanged. A minor in supply chain management to allow
    business students to receive transcript recognition for additional business fields of study outside
    of their majors.

8. **ADMISSIONS REQUIREMENT (IF ANY):** Unchanged. This minor is available only to students
    currently enrolled in the McCombs School of Business.

9. **NUMBER OF STUDENTS EXPECTED TO RECEIVE THE TRANSCRIPT-RECOGNIZED
    MINOR EACH SEMESTER:** Unchanged. About 20 per year.

10 **ANTICIPATED ENROLLMENT CAPACITY?** Unchanged. ∼20 receiving the minor per year.

11. **NUMBER OF HOURS REQUIRED FOR COMPLETION**:[4] Unchanged. Fifteen.

12. **COMPOSITION OF THE MINOR FACULTY COMMITTEE (INCLUDING THE
    COMMITTEE CHAIR**):[5] Unchanged.

Name of Faculty Member	College/Department	Title at UT Austin	Highest Degree and Awarding Institution
David Platt (committee chair)	Business School / Accounting	Associate Dean, Senior Lecturer	Ph.D., Cornell University
Plus Current faculty for the Department of Information, Risk and Operations Management			

13. **Academic Course Requirements**:[6] Use this table to identify the courses that qualify for this certificate
    program.
    Specifying OM 334M, already in the catalog language but missed inclusion on this chart.

Course Abbreviation and Number	Course Title	SCH[7]
#B A 324 or B A 324H	*Business Communication: Oral and Written* or *Business Communication: Oral and Written: Honors* (prerequisite for both: E 603A, RHE 306, 306Q, 309K, or T C 603A, and credit or registration for B A 101H, 101S, or 101T)	3
#O M 335 or 335H or 334M	*Operations Management* (prerequisite: Credit or registration for B A 324 or 324H and credit or registration for STA 309 or 309H) or *Operations Management: Honors* (prerequisite: B A 324 or 324H, ECO 304K and 304L, and STA 309 or 309H) or *Healthcare Operations Management* (prerequisite: Upper division standing, and credit or registration for one of the following: ECO 329, EDP 371, M 316, 358K, STA 309, 309H, SDS 302, 304, 306, 328M.)	3
#O M xxx	Any upper-division Operations Management offering (prerequisites may vary, most require O M 335)	3 each (three courses)

14. **OTHER MINOR REQUIREMENTS:** Unchanged. All classes must be taken on the letter-grade
    basis. The student must maintain a grade point average of at least 2.00 in these courses.

15. COLLEGE/SCHOOL APPROVAL PROCESS:

Department approval date:	December 22, 2016	Approved by whom: IROM chair & assistant chair, SCM faculty
College approval date:	February 6, 2017	Approved by whom: Undergraduate Program Committee
College approval date:	pending April 2017	Approved by whom: all McCombs faculty
Dean approval date:	pending April 2017	Approved by whom: Dean Hartzell

Supply Chain Management Minor for Business Majors

The Supply Chain Management Minor for Business Majors requirements are:

	Requirements	Hours
B A 324	Business Communication: Oral and Written	3
or B A 324H	Business Communication: Oral and Written: Honors	
O M 335	Operations Management	3
or O M 335H	Operations Management: Honors	
or		
O M 334M	Healthcare Operations Management	3
Nine additional semester hours of upper-division coursework in operations management chosen from the following courses:		9
O M 337	Special Topics in Operations Management (any topic)	3
O M 366P	Operations Management Practicum	3
O M 367	Strategic Supply Chain Management	3
O M 368	Logistics and Inventory Management	3
O M 340S	Topics in Operations Management (any topic)	3

All classes must be taken on the letter-grade basis. The student must earn a combined grade point average of at least 2.00 in these courses.

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

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[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 [1]A.b. above: 15-20hours are required.

[5] See footnote [1]B. 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.