

DOCUMENTS OF THE GENERAL FACULTY

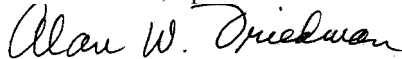
PROPOSED CHANGES TO THE ACADEMIC POLICES AND PROCEDURES SECTION IN THE COCKRELL SCHOOL OF ENGINEERING CHAPTER IN THE *UNDERGRADUATE CATALOG 2018-2020*

Dean Sharon L. Wood in the Cockrell School of Engineering has filed with the Secretary of the Faculty Council the following proposal to change the Academic Policies and Procedures section in the Cockrell School of Engineering chapter in the *Undergraduate Catalog, 2018-2020*. The Degrees and Courses Committee approved the proposal on May 24, 2017; the Dean and the College faculty approved it on September 18, 2017. The Secretary has classified this proposal as legislation of exclusive interest to one college or school.

The Committee on Undergraduate Degree Program Review recommended approval of the proposal on December 5, 2017, and forwarded it to the Office of the General Faculty. The Faculty Council has the authority to approve this legislation on behalf of the General Faculty. The authority to grant final approval on this legislation resides with the Provost on behalf of the President.

If no objection is filed with the Office of the General Faculty by the date specified below, the legislation will be held to have been approved by the Faculty Council. If an objection is filed within the prescribed period, the legislation will be presented to the Faculty Council at its next meeting. The objection, with reasons, must be signed by a member of the Faculty Council.

To be counted, a protest must be received in the Office of the General Faculty by December 12, 2017.



Alan W. Friedman, Secretary of the General Faculty and Faculty Council
The University of Texas at Austin
Arthur J. Thaman and Wilhelmina Doré Thaman Professor of English and Comparative Literature

**PROPOSED CHANGES TO THE ACADEMIC POLICES AND PROCEDURES SECTION IN THE
COCKRELL SCHOOL OF ENGINEERING CHAPTER IN THE UNDERGRADUATE CATALOG 2018-
2020**

TYPE OF CHANGE: Academic Change
 Degree Program Change (THECB form required)

PROPOSED CLASSIFICATION: Exclusive General Major

1. IF THE ANSWER TO ANY OF THE FOLLOWING QUESTIONS IS YES, THE COLLEGE MUST CONSULT LINDA DICKENS, DIRECTOR OF ACCREDITATION AND ASSESSMENT, TO DETERMINE IF SACSCOC APPROVAL IS REQUIRED.

- Is this a new degree program? Yes No
- Is this program being deleted? Yes No
- Does the program offer courses that will be taught off campus? Yes No
- Will courses in this program be delivered electronically? Yes No

2. EXPLAIN CHANGE TO DEGREE PROGRAM AND GIVE A DETAILED RATIONALE FOR EACH INDIVIDUAL CHANGE:

1. **Academic policies and procedures** – engineering no longer has major sequence.
2. **Repetition of course** – many colleges/schools have a competitive internal transfer process therefore not all degrees are an option.
3. **Academic standards** – circumstances include two new majors (computational and environmental) which have additional technical course requirements, which needed to be listed to make clearer.
4. **Professional and honor societies** – organization allows all students to participate.

3. THIS PROPOSAL INVOLVES: (Please check all that apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> Courses in other colleges | <input 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 type="checkbox"/> Courses that have to be added to the inventory |
| <input type="checkbox"/> Change in admission requirements (external or internal) | <input checked="" type="checkbox"/> Requirements not explicit in the catalog language (e.g., lists of acceptable courses maintained by department office) | |

4. SCOPE OF PROPOSED CHANGE:

- a. Does this proposal impact other colleges/schools? Yes No
If yes, then how would you do so?
- 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 4 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:

- e. Does this proposal involve changes to the core curriculum or other basic education requirements (42-hour core, signature courses, flags)? If yes, explain:

If yes, Undergraduate Studies must be informed of the proposed changes and their response included:

Person communicated with:

Date of communication:

Response:

- f. Will this proposal change the number of hours required for degree completion? NO

Note: THECB Semester Credit Hour Change Form required, download from URL:

<http://www.thecb.state.tx.us/reports/DocFetch.cfm?DocID=2419&format=doc>

If yes, explain:

5. COLLEGE/SCHOOL APPROVAL PROCESS

Department approval date: May 24, 2017

CSE Degrees and Courses Committee

College approval date: September 18, 2017

CSE Faculty

Dean approval date: September 18, 2017

Sharon L. Wood, Dean

PROPOSED NEW CATALOG TEXT:

ACADEMIC POLICIES AND PROCEDURES

Grade Point Average for Academic Decisions

In the Cockrell School of Engineering, the grade point average used in all academic decisions is the average of grades the student has earned in residence in courses applicable to the degree. Academic decisions are decisions about engineering probation, engineering dismissal, internal transfer (change of major), [~~admission to the major sequence~~] admission to the Engineering Honors Program, designation as an Engineering Scholar, eligibility for graduation, and eligibility for graduation with University Honors.

Quantity of Work Rule

Maximum Number of Hours in the Long Session

As used in items 1 and 2 below, “coursework” includes correspondence courses, extension courses, distance education courses, non-required electives, physical activity courses, and courses for which the student is registered concurrently at another institution.

1. An engineering student may not register for more than seventeen [~~17~~] semester hours of coursework without an approved application to do so. Application is made online at <http://www.engr.utexas.edu/undergraduate/forms/>.
2. No student may register for more than twenty-one [~~21~~] semester hours of coursework during any long-session semester.

Rules for the Summer Session

A student may not receive credit for more than fourteen [~~14~~] semester hours during a twelve [~~12~~]-week summer session or for more than eight semester hours in a six-week summer term. These limits apply whether the courses are taken at the University or another institution. For more information about the quantity of work allowed in the summer, see *General Information*.

Repetition of a Course

An undergraduate in the Cockrell School may not enroll in any lower division courses in engineering, geology or natural sciences required by the engineering degree plan more than twice. A symbol of *Q* or *W* counts as an enrollment unless it is recognized as nonacademic by the dean's office.

To request permission to enroll in a course for a third or more attempt a student must submit a written appeal at https://utdirect.utexas.edu/link2/appeal_entry.WBX. A student may receive departmental adviser approval to enroll in a course a third or more times only if the student has a substantiated nonacademic reason for not successfully completing the course in earlier attempts. Documentation may be required by the departmental adviser to support the substantiated nonacademic reason. If the student is denied approval to enroll in a required course, he or she will be placed in the undeclared major code and must consider other eligible degree options.

A student who is denied approval to repeat a course in residence at the University will also be denied approval to complete the course by transfer, extension, correspondence, distance education, or credit by examination and then count it toward the degree.

A student in the Cockrell School may not repeat for a letter grade a course in which he or she has earned a grade of *C-* or better.

Attendance

Engineering students are expected to attend all meetings of the classes for which they are registered. Students who fail to attend class regularly are inviting scholastic difficulty. In some courses, instructors may have special attendance requirements; these should be made known to students during the first week of classes. With the approval of the dean, a student may be dropped from a course with a grade of *F* for repeated unexcused absences.

Portable Computing Devices

[The] All degree programs in the [~~following engineering fields Cockrell~~] School have specific expectations regarding portable computing devices. [~~Aerospace Engineering, Architectural Engineering, Biomedical Engineering, Chemical Engineering, Civil Engineering, Electrical and Computer Engineering, Geosystems Engineering, Mechanical Engineering, and Petroleum Engineering~~] For more information, please see the catalog sections for these programs.

Academic Standards

In addition to the scholastic standards described in *General Information*, the Cockrell School imposes the following academic standards. Students who fail to meet the standards stated in *General Information* are placed on "scholastic probation" by the University. The probationary status given to those who fail to meet the following school standards is "engineering probation."

In cases with extenuating circumstances, the student may appeal to the dean for a waiver of any of the following requirements.

A student is placed on [~~academic~~] engineering probation [~~in engineering~~] under the following circumstances:

- If his or her grade point average in courses in the major area of study taken in residence falls below 2.00. The "major area of study" includes all courses in the student's discipline [~~(biomedical, chemical, electrical, mechanical, or petroleum and geosystems engineering)~~] and required under the student's engineering degree plan. For specific degree plans, there are additional courses included in the "major area of study:"
 - For architectural and civil engineering majors, the major area includes all courses in both architectural engineering and civil engineering;
 - [and] For environmental engineering majors, the major area includes all courses in architectural engineering, civil engineering and environmental engineering;

- ~~_____~~ [f] For aerospace engineering majors, the major area includes all courses in both aerospace engineering and engineering mechanics
 - For computational engineering majors, the major area includes all courses in computational engineering, aerospace engineering and engineering mechanics;
 - ~~_____~~ [for] For geosystems engineering and hydrogeology majors, the major area includes all courses in both geological sciences and petroleum and geosystems engineering.
- If the student's grade point average in required technical courses taken in residence falls below 2.00. "Required technical courses" are courses taken in the Cockrell School, the College of Natural Sciences, or the Jackson School of Geosciences and required under the student's engineering degree plan; they include approved technical elective courses.

Grades received at the University in all courses in the major area, including grades in courses that have been repeated, are included in computing the student's grade point average.

A student on engineering probation will be removed from probation at the end of a long-session semester or summer session if the student is no longer subject to engineering probation under either of the criteria above.

After being placed on engineering probation, a student must be removed from probation within the next two long-session semesters in which he or she is registered. A student who fails to be removed from engineering probation within this time will be placed on engineering dismissal from the school.

A student seeking to reenter the school after having been scholastically dismissed from the University must enroll as an undeclared major unless there is a reasonable likelihood that the student can complete the degree plan under which he or she last registered. A student seeking to reenter the school after having been dismissed from engineering must enroll as an undeclared major. Students who are undeclared majors may not enroll in engineering courses.

Any student having academic difficulty should discuss his or her status with an academic adviser in the Engineering Student Services Office. Call (512) 471-4321 to set up an appointment with an academic adviser.

Pass/Fail Option

{No change to this section}

Honors

University Honors

{No change to this section}

Graduation with University Honors

{No change to this section}

Cockrell School Honors Program

The Cockrell School of Engineering offers a select group of students the opportunity to participate in the Engineering Honors Program (EHP), a non-curriculum based program designed to enhance the undergraduate experience outside the classroom. Participants gain access to scholarships for first-year students, honors housing, faculty mentors and community building events hosted by ~~the University Honors Center and~~ the EHP

When submitting an admission application to the University through ApplyTexas, incoming first-year students should mark engineering as their first-choice major and indicate their intent to apply for honors. Students will receive additional instructions to complete the EHP application separately. Both the admission application and the EHP application are due December 1.

The Cockrell School also sends current students invitations to apply for the EHP after they complete 24 hours in residence and rank in the top 10 percent of their class and major. Eligible students must have at least 60 hours remaining in their degree program in order to receive an invitation to apply.

To remain in the EHP, students must maintain an in residence grade point average of at least 3.50. The grade point average is evaluated each year after grades for the spring and summer semester have been awarded.

An EHP student who completes an optional undergraduate honors thesis will receive special honors designation on his or her transcript and is recognized during the graduation ceremony. Additional information about the honors thesis and the EHP is available at <http://www.engr.utexas.edu/undergraduate/services/honors>.

Engineering Scholars

Engineering Scholars are designated each spring semester from the sophomore, junior, and senior classes. To be eligible, a student must be enrolled in the Cockrell School, must have completed at least twenty-four [24] semester hours of coursework in residence while enrolled in the school, must have a grade point average that places him or her in the top 5 percent of the class, be of good character, and show promise of continued success in engineering. The grade point average used to determine the student's class rank includes only courses that the student has completed in residence and that are applicable to the degree.

Professional and Honor Societies

Professional student organizations play an important role in the life of an engineering student. Many of these are student branches of national professional engineering organizations that endeavor to advance the profession of engineering by education, service, professional development, publication, and support of meetings, activities, and conferences. In addition to a variety of professional development and social activities, engineering student organizations frequently support projects that aid students and benefit the Cockrell School of Engineering, the University, and the community.

Honor societies are also an important part of the Cockrell School student community. Honor societies admit students who have established outstanding scholastic records and have demonstrated desirable character and leadership traits. The engineering honor societies are Alpha Eta Mu Beta (biomedical engineering); Chi Epsilon (civil engineering); Eta Kappa Nu (electrical and computer engineering); Omega Chi Epsilon (chemical engineering); Phi Alpha Epsilon (architectural engineering); Pi Epsilon Tau (petroleum and geosystems engineering); Pi Tau Sigma (mechanical engineering); and Sigma Gamma Tau (aerospace engineering); Tau Beta Pi selects top students from all engineering disciplines. ~~[Only students in the upper fifth of the senior class or the upper eighth of the junior class, and a few graduate students qualify scholastically for Tau Beta Pi membership consideration. Generally, the chapter elects fewer members than the number of eligible students.]~~ Kappa Theta Epsilon is the cooperative engineering education honor society for all engineering majors who participate in the cooperative engineering program. ~~[Students considered for membership must be enrolled in the cooperative engineering program and are in the top 20 percent of their class.]~~

The Student Engineering Council is the governing body representing all undergraduate engineering students. Representatives to the council are elected by the professional student organizations and honor societies in the Cockrell School; members-at-large are elected annually. The Graduate Engineering Council is the governing body representing all graduate engineering students.

Engineering student organizations and honor societies are overseen by Engineering Student Life. A complete list of engineering societies is available at <http://www.engr.utexas.edu/studentlife/learn/>.