Minutes

Academic Matters Council
Wednesday, February 18, 2015


APPROVE MINUTES for February 4, 2014 APPROVED

ANNOUNCEMENTS

NEW BUSINESS

OLD BUSINESS

SUBCOMMITTEE REPORTS:

COURSE (M.J. Peterson)

Sociology 248 Conformity and Deviance (4 credit) APPROVED

PROGRAM (Patrick Kelly)

Accelerated MS in Biostatistics (45 credit accelerated Master’s program) APPROVED

Process for periodic review of undergraduate certificates (see page 2)
The process description will be revised and considered again at the next AMC meeting.

POLICY (Pamela Marsh-Williams)

OTHER BUSINESS

Convening Calendar Committee (John Lenzi).
Revision of the 2016-17 calendar and proposal for the 2017-18 calendar.
(The goal is finding a way to have a week-long fall break covering the Thanksgiving holiday)

NEXT MEETING: Wednesday March 4, 2015 @ 12:15 pm, Campus Center 904-908
DRAFT – PROCESS FOR REVIEW OF UNDERGRADUATE CERTIFICATES (2/13/15)

Upon completion of four years since their original approval or most recent renewal, certificate program sponsors will be asked to submit a renewal application through the Curriculum Management System. The following prompts will be used to solicit information:

1. What is the certificate’s title?

2. In what year was the certificate approved or last renewed? Please attach the requirements and course list that were in effect for the certificate at the time of approval or latest renewal.

3. How many students have completed the certificate since it was approved or last renewed? How many students who completed the certificate were matriculated at UMass?

4. Please attach the current requirements and course list for the certificate. For each course, please indicate: (I) In what semesters (since the certificate was approved or last renewed) the course was available to certificate students; (ii) The instructor and enrollment for each of the course offerings; (iii) When the course will be available to certificate students in future semesters.

5. Please describe any changes to the requirements and/or course list of the certificate since it was approved or last renewed, and explain why the changes were made. Please also describe any plans for future changes.

6. Have any substitutions or exceptions been allowed for the certificate’s requirements or courses? If so, please explain.

7. Are any of the courses used for the certificate experimental courses that have been offered three times or more? If so, please describe plans to seek permanent course approval.

The Program Subcommittee will review the application, and then bring a recommendation to the AMC that the certificate be either renewed or discontinued. Reasons for recommending that a certificate be discontinued would include: (1) Failure to respond to the request for a renewal application; (2) Too few students completing the certificate (indicating lack of student demand and/or unrealistic requirements); (iii) Problems with certificate courses (insufficient availability, too many experimental courses, too many exceptions/substitutions).