NOTING CONCENTRATIONS IN MAJORS ON STUDENTS’ TRANSCRIPTS

In October 2010, the Faculty Senate Executive Committee approved a FSCUE Statement on Academic Certificate Programs for Undergraduates. That statement included the following provision:

*There is often a wish to recognize and certify focused work within a student’s major. The FSCUE requests that the University Registrar and the Dean of Undergraduate Studies explore ways to include the name of the specific track or specialty sequence completed by a student as part of his or her major on the transcript. Once developed, the FSCUE will expect that this recognition only be granted to well-defined tracks that are part of the approved structure of the major and that include at least 9 credit-hours of defined work for the track that count toward the major.*

The FSCUE followed up on this item at its meetings of April 5, May 3, and September 20, 2011, reviewing the various tracks, specialty sequences, breadth sequences, and concentrations listed in the *Handbook for Undergraduates* either as parts of majors or as options within majors (see Appendix).

The FSCUE decided to develop a process for recognizing these clusters of courses on students’ transcripts, but felt that it was important to do so with a common designation, agreeing on the term concentration, as these course clusters represent concentrated work in a particular area of the major.

The FSCUE agreed that concentrations may be cited on transcripts beginning with degrees awarded in May 2012, provided that

- There is a well-defined set of courses summing to at least 9 credit-hours that comprise the concentration and are presented in the General Bulletin and audited as part of a student’s Academic Requirements report.
- A major’s desire to have the concentration noted on the transcript is approved by the degree-granting school’s curriculum committee, the school’s dean, and the FSCUE (generally through the Curriculum Subcommittee), using the attached form. (Future revisions to the program action form may incorporate this action.)

Several additional things to note:

- A student who completes more than one concentration in a major can have all noted on the transcript.
- The system can accommodate majors that offer the option of a concentration without requiring that all students complete one, noting a concentration only if a student chooses to complete one.
- A student will need to indicate his or her concentration when declaring a major and update the major declaration if he or she wishes to change concentrations or add or delete a concentration.
- For now, the concentration will be noted on the student’s Academic Requirements report as soon as it is declared, and will be noted on the transcript upon the conferral of the undergraduate degree. The set-up of SIS will not allow the inclusion of concentrations on
advising or official transcripts prior to the awarding of a degree unless all parts of the University agree to having the information they code in the “subplan” field in SIS printed on transcripts prior to the awarding of the degree; this cannot be configured on a program-by-program or degree-by-degree basis. The University Registrar will continue to explore the possibility of noting concentrations on the transcript prior to graduation.

APPENDIX

Tracks, Concentrations, Specialty Sequences, etc. noted in the most recent Handbook for Undergraduates (prepared 5/3/2011)

Anthropology major/minor – concentrations
  General Anthropology
  Medical Anthropology
  Archaeology
  Physical Anthropology

Artificial Intelligence minor – tracks
  Technology
  Cognitive Science

Classics minor – concentrations
  Latin
  Greek
  Classics

Ethnic Studies minor – concentrations
  African Studies
  African American Studies
  Latin American & Caribbean Studies
  Global Ethnic Studies

Music major – concentrations
  General Musicianship
  Performance
  Music History and Literature
  Early Music Performance Practice
  Music Theory
  Audio Recording

Physics BS – concentrations (optional)
  Mathematical Physics
  Biophysics

Sociology major – concentrations (optional)
  Crime and Delinquency
  Health and Aging
  Gender, Work, and Family
  Social Inequality
Theater major/minor – concentrations
   General Theater
   Acting
   Design/Tech
   Directing
   Dramatic Writing
   Theater and Society

Biomedical Engineering major – specialty sequences
   Bioelectric Engineering
   Biological Imaging
   Biomechanics
   Imaging and Computing
   Instrumentation
   Orthopedic Biomaterials
   Polymeric Biomaterials
   Systems and Control
   Tissue Engineering

Chemical Engineering major – breadth sequence
   Biochemical Engineering
   Biomedical Engineering
   Computing
   Electrochemical Engineering
   Environmental Engineering
   Electronic Materials
   Management/Entrepreneurship
   Research
   Polymer Science
   Systems and Control
   Advanced Study
(also Biochemical Engineering concentration)

Civil Engineering major – technical electives
   Environmental Engineering
   Structural Engineering
   Geotechnical Engineering
   Construction Engineering and Management
   Engineering Mechanics

Computer Engineering minor – tracks
   Hardware
   Software

Engineering Physics major – concentration
   4 courses in an engineering discipline
Management major – concentration
  Finance
  Marketing
  Dean’s Approved Concentration