

*Approved by the FSCUE on October 4, 2011*  
*Approved by the Executive Committee on October 12, 2011*  
*Presented to the Faculty Senate on October 20, 2011*

### **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, breath 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