CURRICULUM EVALUATION REPORT

Report No   : 2
Report Date   : 06/06/2005

Reports for   : 1- Information Technologies (Program Revision)

Summary Comments

(on the forms submitted by the School of Computing and Technology)

The University Curriculum Committee has concluded the evaluation of the Program Forms submitted by the School of Computing and Technology.

The members went through these programs and concluded by June 6 (see the attached report) that the program revisions are acceptable subject to some modifications of the relevant Program Revision Form. The Committee however made some additional remarks, in addition to the remarks summarized in the attached checklists, itemized below:

- Some of the course catalog descriptions need editing and reformulation (book sentencing should be avoided, etc.). In particular course descriptions of ITEC113, ITEC114 and ITEC341 need revision.

- The Committee also made the observation that the common courses offered by the Other Departments can cause an integrity problem in future (mismatch due to contradicting information relevant to a single course). To avoid this problem in future, a possible remedy can be to leave these sections (*Part VIII* for Program Revision Forms and *Part V* for New Program Proposal Forms) blank.

- Evaluation of present resources, additional facilities, extra staff, etc. are beyond the work definition of UCC. SCT has proposed to increase the academic staff size considerably as well as additional facilities. Justification of these requests might be necessary. UCC is in no position to make a judgment on this issue.

UCC appreciates the amount of massive work completed by the SCT.

UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Information Technologies			Date Recieved:	May 23, 2005
Preliminary Evaluation Date:	May 23, 2005	Subcommittee Evaluation Date:	Jun 02, 2005	UCC Evaluation Date:	Jun 06, 2005

Review item	OK	Remarks / Recommendations
Submission:		

Format in general (completeness of the forms) (Latest version of the most proper form; No blank spaces left etc...)	√	
Deadlines (Initiation: no later than 2 semesters; Senate Approval: no later than 3 months before implementation semester)	√	
Board Approvals (Department Board, Faculty/School Board)	√	
Consultations (Other academic units affected by the changes; GE Department Head; Vice Rector for Academic Affairs if the title or diploma degree has been changed; Vice Rector for budget and financing if additional resources required)	√	

Curriculum:

Compliance with the core curriculum policy (The category of courses should be specified properly; 6 SPIKE, 1 History, 1 Turkish, 2 English, 2 Critical Thinking Skills, 1 Computer Literacy, total of 8 courses from Math and social sciences (at least 3 in this category one of wich is Math, the other Physical/Natural Sciences), 2-3 from Arts and Humanities, 2 or 3 from Social/Behavioral Sciences; At least 3 University Electives from these three categories containing 8 courses; More or all of these 8 courses can be left as a University elective course; at least 5 Faculty Core Courses; 12-16 Area Core Courses; at least 4 or more Area Elective Courses; A total of 20 Area Core and Area Elective courses)	√	
Coherence and relevance of justifications in general (The departments should explain, in detail, why the Department / School wants to make these changes. The explanation can include, among other things, changes in the department's focus, changes in the field, changes in quality standards, changes in expectations regarding the qualifications of graduates, or weaknesses in the old program that the new program is designed to rectify. Some historical background and a comparative analysis with the programs of some universities will be most appropriate.)	√	
Appropriateness of course coding (4 letter field code; 3 letter numeric code; no space; no sub discipline based field codes; odd third digits for fall semesters)	√	
Format and length of course titles and descriptions (60 characters; hyphenated use of roman numerals ("-I", "-II" etc.) in sequential courses; limited number of sequential courses; Concise and clear language; 30 character transcript title)	√	
Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)	√	
Calculation of the credits of the individual courses and the total credit of the program (Credit = Lec + ½ (lab+tut), the digits after the decimal point of the resultant number is dropped)	√	
Consistency of the use of credits in different sections of the form	√	
Compliance of the course credit descriptions with policies (mainly 3 credit courses; seminar and professional orientation courses are 1 credit, SPIKE is 0 credit, HIST 200 is 2 credit)	√	
Total credit or student work load appropriateness (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)	√	

Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)	√	
Reasonable prerequisites and co-requisites (Very limited number of courses should be assigned as "prerequisite" or "co requisite". Prerequisites should be limited to sequential courses if possible)	X	There are 13 prerequisites. This may create difficulties in running the program
Appropriateness of academic ownership of the courses (The courses should be offered by a department which hosts the field of the course. For example, Math courses by Math department)	X	ITEC164 (Int. to Business), ITEC 165 (Basic Economics), ITEC 421 (MIS) courses should belong to the Faculty of Business and Economics
Justifiable minimum overlap among similar courses (A course can not be opened in the presence of an existing course with similar content. Vocational school courses are exceptional)		

Accreditation:

Compliance with the requirements of YÖK		
Compliance with the requirements of ABET or any other accreditation body if applicable		

Implementation:

Sufficiency of human resources		In addition to the existing staff, SCT needs 4 faculty members, 4 instructors, 14 assistants and 3 technical staff. Rector's Office approval is given.
Sufficiency of physical resources		In addition to the existing resources, SCT needs 9 new classrooms to run the program. Rector's Office Approval is given.
Justified budget and financing		
Proper initiation semester		
Existence of the implementation guide		

Additional Remarks:

- UCC recommends this program provided that the issues raised above are reconsidered and resolved

Overall:

	Recommend without reservation	X	Recommend with minor corrections/recomendations indicated above		Not recommended

GE Checklist: INFORMATION TECHNOLOGIES

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				

Overall	**U**X or **U**X-YYY	**21**	**24**	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	**15**	**18**	Excluding SPIKE
		13	**15**	Excluding SPIKE, Turkish and History
University Core Courses	U**C**	**13**	**13**	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		5	**5**	Without SPIKE
University Elective Courses	U**E** or U**E**-YYY	Min 3	**5**	See the next row

Additional Requirements:				
University courses in:				
1. Math and Physical/ Natural & Sciences	UX-**M** or UX-**PN** or UX-**MPN**	Min 3	**3**	UX-M + UX-PN + UX-MPN = 3
Mathematics	UX-**M**	Min 1	**2**	
Physical/Nat. Sci	UX-**PN**	Min 1	**1**	
2. Arts and Humanities	UX-**AH**	2 or 3 +	**3**	"+" means that it may be more than 3 if the condition in the next row is satisfied
3. Social/ Behavioral Sciences	UX-**SB**	2 or 3 +	**4**	
TOTAL in AH and SB		Min 5	**7**	UX-AH + UX-SB = 5
TOTAL in these 3 categories	UX-**YYY** + U**E**	Min 8	**10**	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be choosen from these 3 categories	U**E** or U**E**-YYY	Min 3	**6**	UE + UE-YYY = 3
B - Faculty Core Courses	**FC**	Min 5	**5**	
C – Area Core Courses	**AC**	12 to16+	**12**	AC+AE=20
D – Area Elective Courses	**AE**	4 +/-	**8**	The number of AC and AE courses may vary in such a way that their sum is 20

CREDIT REQUIREMENTS

Requirement	Suggested	Proposed	Remark
Min credits	120	133	Without SPIKE, History, Turkish
Max credits	145		Without SPIKE, History, Turkish

COURSE LOAD REQUIREMENTS (Assuming all courses are 3 credits or more)

Requirement	Suggested	Proposed	Remark
Total number of courses	Max 40	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

Hacer ADAOĞLU
(Faculty of Law)

Şamil ERDOĞAN
(Rector's Office, Student Affairs)

Guita FARIVARSADRI
(Faculty of Architecture)

Özay GÜRTUĞ
(Rector's Office, Academic Affairs)
(On leave)

Mustafa İLKAN
(School of Computing & Technology)
(Subcommittee member for SCT)

Süleyman İRVAN
(Faculty of Communication & Media Studies)

Turhan KAYMAK
(Faculty of Business & Economics)

Hasan KILIÇ
(School of Tourism & Hospitality Management)
(Subcommittee chair for SCT)

Seval NİYAZİ
(School of Foreign Languages)
(Subcommittee member for SCT)

Ülker Vancı OSAM
(Faculty of Education)

Hakan ÖZAKTAŞ
(Faculty of Engineering)
(Subcommittee Chair for Faculty of Architecture)

Lorraina PINNEL
(Faculty of Arts & Sciences)

Osman YILMAZ
(Committee Chair)