

UNIVERSITY CURRICULUM COMMITTEE  
CURRICULUM EVALUATION REPORT

Report No : 4  
Report Date : 17/06/2005

Reports for:

1. [Applied Mathematics and Computer Science](#)
2. [Türk Dili ve Edebiyatı](#)
3. [Music](#)
4. [English Language and Literature](#)
5. [Art History and Archeology](#)
6. [History](#)
7. [Translation and Interpretation](#)

**UCC Checklist for the Evaluation of the Program Revision Proposals**

Program Title:	APPLIED MATHEMATICS AND COMPUTER SCIENCE			Date Received:	.....
Preliminary Evaluation Date:	.....	Subcommittee Evaluation Date:	June 13, 2005	UCC Evaluation Date:	17/06/2005

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
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)	√	
<i>Curriculum:</i>		
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 which 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)	X	- FC (faculty core) courses are in fact Mathematics courses. This department lacks diversity in this sense. - UX-AH/SB courses should be 5, not 4. This could be resolved easily by inserting one more course in these categories as the missing 40 <sup>th</sup> course.
Coherence and relevance of justifications in general	√	

<p>(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.)</p>		
<p><b>Appropriateness of course coding</b> (4 letter field code; 3 letter numeric code; no space; no sub discipline based field codes; odd third digits for fall semesters)</p>	X	- Space between field code and numeric code of some courses should be removed.
<p><b>Format and length of course titles and descriptions</b> (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)</p>	√	<p>- Full course titles (not abbreviated ones) required in Full Curriculum list.</p> <p>-Hyphenated use of roman numerals needed.</p> <p>- Some course titles need editing (for ex. <i>Turkish</i> should read as <i>Communication in Turkish</i>)</p>
<p><b>Course contents</b> (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	X	Further editing of catalog descriptions is necessary. Some are lengthy, some are short. Some are narrative, some are bulleted.
<p><b>Calculation of the credits of the individual courses and the total credit of the program</b> (Credit = Lec + ½ (lab+tut), the digits after the decimal point of the resultant number is dropped)</p>	√	
<p><b>Consistency of the use of credits in different sections of the form</b></p>	√	
<p><b>Compliance of the course credit descriptions with policies</b> (mainly 3 credit courses; seminar and professional orientation courses are 1 credit, SPIKE is 0 credit, HIST 200 is 2 credit)</p>	√	<p>- There are 14 courses with 4 credits; 26 courses with 3 credits; 1 course (HIST) with 2 credits; and 6 courses (SPIKES) with 0 credit.</p> <p>- The credit of some courses (for example Geometry, Linear Algebra, Methods of App.Math., Theory of Partial Diff.Eqs) have been increased from 3 to 4. All such courses excluding Geometry and Int. to Abstract Algebra are combined courses.</p>
<p><b>Total credit or student work load appropriateness</b> (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)</p>	√	Total number of credited courses is 39 and credit accumulation is 131 (excluding credits from TURK and HIST). The program can accommodate 1 more course preferably an AH or SB course.
<p><b>Reasonable distribution of courses among semesters</b> (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	The course load in the 3 <sup>rd</sup> semester can be increased with the missing UX-AH/SB course.
<p><b>Reasonable prerequisites and co-requisites</b> (Very limited number of courses should be assigned as "prerequisite" or "co requisite". Prerequisites should be limited to sequential courses if possible)</p>	?	There are 11 courses assigned as prerequisite.
<p><b>Appropriateness of academic ownership of the courses</b> (The courses should be offered by a department which hosts the field of the course. For example, Math courses by Math department)</p>	√	
<p><b>Justifiable minimum overlap among similar courses</b> (A course can not be opened in the presence of an existing course with similar content. Vocational school courses are exceptional)</p>	√	

*Accreditation:*

Compliance with the requirements of YÖK		
Compliance with the requirements of ABET or any other accreditation body if applicable		
<i>Implementation:</i>		
Sufficiency of human resources	√	No additional resources required
Sufficiency of physical resources	√	
Justified budget and financing		
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	X	Incomplete. All courses in the old curriculum should be listed for the ease of use in practice.
<i>Additional Remarks:</i>		
<i>UCC supports this proposal once the above recommendations have been addressed.</i>		
<i>Overall:</i>		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

**APPLIED MATHEMATICS & COMPUTER SCIENCE**

**University Curriculum Committee**

**GE Checklist**

**COURSE REQUIREMENTS**

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	UX or UX-YYY	21	21	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	15	15	Excluding SPIKE
		13	13	Excluding SPIKE, Turkish and History
University Core Courses	UC	13	13	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	7	Without SPIKE
University Elective Courses	UE or UE-YYY	Min 3	5	See the next row
University courses in:				
1. Math and Physical/ Natural & Sciences	UX-M or UX-PN or UX-MPN	Min 3	4	UX-M + UX-PN + UX-MPN = 3
Mathematics	UX-M	Min 1	3	
Physical/Nat. Sci	UX-PN	Min 1	1	

2. Arts and Humanities	UX-AH	2 or 3 +	2	“+” 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 +	2	
TOTAL in AH and SB		Min 5	4	UX-AH + UX-SB = 5
TOTAL in these 3 categories	UX-YYY + UE	Min 8	8	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be chosen from these 3 categories	UE or UE-YYY	Min 3	5	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	<b>FC</b>	Min 5	<b>5</b>	
<b>C - Area Core Courses</b>	<b>AC</b>	12 to16+	<b>19</b>	AC+AE=20
<b>D - Area Elective Courses</b>	<b>AE</b>	4 +/-	<b>2</b>	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	131	Without SPIKE, History, Turkish
Max credits	145		Without SPIKE, History, Turkish

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

Requirement	Suggested	Proposed	Remark
Total number of courses	Max 40	39	Without SPIKE, Turkish and History
Courses per semester	Max 5	4-5-6	Excluding SPIKE, Turkish and History

#### UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	TURK DILI VE EDEBIYATI			Date Recieved:	.....
Preliminary Evaluation Date:	.....	Subcommittee Evaluation Date:	June 13, 2005	UCC Evaluation Date:	17/06/2005

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
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)	X	Faculty Board approval missing
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)		
<i>Curriculum:</i>		
<p><b>Compliance with the core curriculum policy</b>  (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 which 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)</p>	X	<ul style="list-style-type: none"> <li>- No FC (faculty core) courses</li> <li>- AC (area core) courses are exceeding the recommended number (31 courses)</li> <li>- Total number of courses is 47 (max. 40 suggested)</li> <li>- Communication in Turkish (a UC course) is missing. However, UCC believes that the program adequately compensates for it.</li> <li>- TURK416 (Kıbrıs Türk Edebiyatı) should be coded as UC-AH rather than UC-SB.</li> </ul>
<p><b>Coherence and relevance of justifications in general</b>  (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.)</p>	√	
<p><b>Appropriateness of course coding</b>  (4 letter field code; 3 letter numeric code; no space; no sub discipline based field codes; odd third digits for fall semesters)</p>	√	
<p><b>Format and length of course titles and descriptions</b>  (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)</p>	X	- Hyphenated use of roman numerals needed.
<p><b>Course contents</b>  (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	X	- Course descriptions are too brief in general.
<p><b>Calculation of the credits of the individual courses and the total credit of the program</b>  (Credit = Lec + ½ (lab+tut), the digits after the decimal point of the resultant number is dropped)</p>	√	
<p><b>Consistency of the use of credits in different sections of the form</b></p>	√	
<p><b>Compliance of the course credit descriptions with policies</b>  (mainly 3 credit courses; seminar and professional orientation courses are 1 credit, SPIKE is 0 credit, HIST 200 is 2 credit)</p>	√	
<p><b>Total credit or student work load appropriateness</b>  (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)</p>	X	Total number of credited courses is 47 (more than suggested) and credit accumulation is 141 (excluding credits from TURK and HIST). <b>The total number of courses far exceeds UCC policies which could be a substantial problem which must be remedied.</b>
<p><b>Reasonable distribution of courses among semesters</b>  (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	
<p><b>Reasonable prerequisites and co-requisites</b>  (Very limited number of courses should be assigned as "prerequisite" or "co requisite". Prerequisites should be limited to sequential courses if possible)</p>	√	

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)	√	
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)	√	
<i>Accreditation:</i>		
Compliance with the requirements of YÖK		
Compliance with the requirements of ABET or any other accreditation body if applicable		
<i>Implementation:</i>		
Sufficiency of human resources	√	
Sufficiency of physical resources	√	
Justified budget and financing	√	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	X	Not provided
<i>Additional Remarks:</i>		
<i>UCC conditionally supports this proposal provided that the above issues, especially the number of courses and number of area courses have been remedied.</i>		
<i>Overall:</i>		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

**TURK DILI VE EDEBIYATI**  
**University Curriculum Committee**

**GE Checklist**

**COURSE REQUIREMENTS**

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	UX or UX-YYY	21	20	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	15	14	Excluding SPIKE
		13	13	Excluding SPIKE, Turkish and History
University Core Courses	UC	13	12	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	6	Without SPIKE
University Elective Courses	UE or UE-YYY	Min 3	3	See the next row

University courses in:				
4. 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	1	
Physical/Nat. Sci	UX-PN	Min 1	2	
5. Arts and Humanities	UX-AH	2 or 3 +	2	“+” means that it may be more than 3 if the condition in the next row is satisfied
6. Social/ Behavioral Sciences	UX-SB	2 or 3 +	3	
TOTAL in AH and SB		Min 5	5	UX-AH + UX-SB = 5
TOTAL in these 3 categories	UX-YYY + UE	Min 8	8	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be chosen from these 3 categories	UE or UE-YYY	Min 3	3	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	<b>FC</b>	Min 5	0	
<b>C - Area Core Courses</b>	<b>AC</b>	12 to16+	31	AC+AE=20
<b>D - Area Elective Courses</b>	<b>AE</b>	4 +/-	3	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	141	Without SPIKE, History, Turkish
Max credits	145		Without SPIKE, History, Turkish

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

Requirement	Suggested	Proposed	Remark
Total number of courses	Max 40	47	Without SPIKE, Turkish and History
Courses per semester	Max 5	6	Excluding SPIKE, Turkish and History

#### UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	MUSIC	Date Recieved:	.....
Preliminary Evaluation Date:	.....	Subcommittee Evaluation Date:	June 13, 2005
		UCC Evaluation Date:	17/06/2005

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
Format in general (completeness of the forms)	√	

(Latest version of the most proper form; No blank spaces left etc...)		
<b>Deadlines</b> (Initiation: no later than 2 semesters; Senate Approval: no later than 3 months before implementation semester)	√	
<b>Board Approvals</b> (Department Board, Faculty/School Board)	√	
<b>Consultations</b> (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)	X	- New studios required. Rector's Office approval missing.
<b>Curriculum:</b>		
<b>Compliance with the core curriculum policy</b> (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 which 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)	X	- This program is comprised of 182 courses within 10 separate streams which could lead to cost overruns, registration problems and scheduling of the courses.  - No FC (faculty core) courses  - AC (area core) courses are excessive in number (43); AE (area elective) courses are only 2.  - No UE-AH courses for streams other than Theory and History streams. In other words, only for these two streams there are 3 UE-AH courses in the full curriculum.
<b>Coherence and relevance of justifications in general</b> (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.)	√	
<b>Appropriateness of course coding</b> (4 letter field code; 3 letter numeric code; no space; no sub discipline based field codes; odd third digits for fall semesters)	X	- Inconsistency between codes in different parts of the document (MUS 263/264 should be MUGU263/264).  - Subdiscipline based coding have been used. (for example MUGU for Guitar stream). This is against the policies.
<b>Format and length of course titles and descriptions</b> (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)	√	- Inconsistent use of course titles in different parts of the document ( <i>Orchestra Literature</i> should be <i>Orchestra Repertoire</i> ; <i>Opera Literature</i> should be <i>Opera Repertoire</i> )  -Hyphenated use of roman numerals needed.
<b>Course contents</b> (Max. 2000 characters; concise and clear language; no overlap with similar courses)	√	Further editing of catalog descriptions is necessary. Some are lengthy, some are short. Proper sentences should be avoided. Phrases and short descriptions should be used instead.  Turkish catalog descriptions are missing.
<b>Calculation of the credits of the individual courses and the total credit of the program</b> (Credit = Lec + ½ (lab+tut), the digits after the decimal point of the resultant number is dropped)	√	
<b>Consistency of the use of credits in different sections of the form</b>	√	



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)	√	There are a lot of 1 or 2 credit courses (which can be justifiable due to the nature of the program)
Total credit or student work load appropriateness (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)	√	Total number of credited courses is 55 and credit accumulation is 128 (excluding credits from TURK and HIST)
Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)	√	8-9 (due to the existence of 1-2 credit courses)
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 too many sequential courses (ex. <i>Music Theory I, II, III, IV, V, VI</i> ); no prerequisites indicated which counters the UCC recommendations.
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)	√	
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)	√	
<b>Accreditation:</b>		
Compliance with the requirements of YÖK		
Compliance with the requirements of ABET or any other accreditation body if applicable		
<b>Implementation:</b>		
Sufficiency of human resources	√	No additional resources required
Sufficiency of physical resources	X	New studios required. Rector's Office approval missing.
Justified budget and financing		
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	X	No guide
<b>Additional Remarks:</b>		
<p><b><i>This proposal has undergone radical reconstruction. Effectively it should be categorised as a new program instead. UCC experienced serious difficulties in attempting to reconcile this proposal within the existing UCC framework. Hence, UCC recommends that:</i></b></p> <ul style="list-style-type: none"> <li>- <b><i>The Senate debates this program's entire status as a standard undergraduate academic program and if necessary seek alternatives such as the formation of a music school.</i></b></li> <li>- <b><i>Under the current resource constraints the financial viability of this proposal should be open to debate</i></b></li> </ul> <p><b><i>UCC acknowledges the hard work done by the department. However, UCC is unable to reach a resolution to recommend this proposal which is obviously not conforming to the Policies for undergraduate programs.</i></b></p>		
<b>Overall:</b>		
<input type="checkbox"/> Recommend without reservation <input type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

**MUSIC DEPARTMENT (Piano Stream)**

**University Curriculum Committee**

**GE Checklist**

**COURSE REQUIREMENTS**

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	UX or UX-YYY	21	18	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	15	12	Excluding SPIKE
		13	10	Excluding SPIKE, Turkish and History
University Core Courses	UC	13	13	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	7	Without SPIKE
University Elective Courses	UE or UE-YYY	Min 3	4	See the next row
University courses in:				
7. 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	1	
Physical/Nat. Sci	UX-PN	Min 1	2	
8. Arts and Humanities	UX-AH	2 or 3 +	0	"+" means that it may be more than 3 if the condition in the next row is satisfied
9. Social/ Behavioral Sciences	UX-SB	2 or 3 +	2	
TOTAL in AH and SB		Min 5	2	UX-AH + UX-SB = 5
TOTAL in these 3 categories	UX-YYY + UE	Min 8	5	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be chosen from these 3 categories	UE or UE-YYY	Min 3	4	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	<b>FC</b>	Min 5	0	
<b>C - Area Core Courses</b>	<b>AC</b>	12 to16+	43	AC+AE=20
<b>D - Area Elective Courses</b>	<b>AE</b>	4 +/-	2	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	128	Without SPIKE, History, Turkish
Max credits	145		Without SPIKE, History, Turkish

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

Requirement	Suggested	Proposed	Remark
Total number of courses	Max 40	55	Without SPIKE, Turkish and History
Courses per semester	Max 5	8-9	Excluding SPIKE, Turkish and History

### UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	ENGLISH LANGUAGE AND LITERATURE			Date Recieved:	13.06.2005
Preliminary Evaluation Date:	13.06.2005	Subcommittee Evaluation Date:	14.06.2005	UCC Evaluation Date:	

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
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)	√	
<i>Curriculum:</i>		
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)		No Faculty core courses. Area core courses (20) + Area electives (9) = 29. It does not comply with the GE curriculum policy.
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)	√	

<p><b>Format and length of course titles and descriptions</b> (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)</p>		<p>*Turkish version of the course outlines is missing.</p> <p>*Courses offered by other departments have no outlines.</p>
<p><b>Course contents</b> (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	√	
<p><b>Calculation of the credits of the individual courses and the total credit of the program</b> (Credit = Lec + ½ (lab+tut), the digits after the decimal point of the resultant number is dropped)</p>	√	
<p><b>Consistency of the use of credits in different sections of the form</b></p>	√	
<p><b>Compliance of the course credit descriptions with policies</b> (mainly 3 credit courses; seminar and professional orientation courses are 1 credit, SPIKE is 0 credit, HIST 200 is 2 credit)</p>	√	
<p><b>Total credit or student work load appropriateness</b> (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)</p>	√	
<p><b>Reasonable distribution of courses among semesters</b> (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	
<p><b>Reasonable prerequisites and co-requisites</b> (Very limited number of courses should be assigned as "prerequisite" or "co requisite". Prerequisites should be limited to sequential courses if possible)</p>	√	
<p><b>Appropriateness of academic ownership of the courses</b> (The courses should be offered by a department which hosts the field of the course. For example, Math courses by Math department)</p>	√	
<p><b>Justifiable minimum overlap among similar courses</b> (A course can not be opened in the presence of an existing course with similar content. Vocational school courses are exceptional)</p>	√	
<i>Accreditation:</i>		
<p>Compliance with the requirements of YÖK</p>	N.A.	
<p>Compliance with the requirements of ABET or any other accreditation body if applicable</p>	N.A.	
<i>Implementation:</i>		
<p>Sufficiency of human resources</p>	√	
<p>Sufficiency of physical resources</p>	√	
<p>Justified budget and financing</p>	√	
<p>Proper initiation semester</p>	V	2005-2006
<p>Existence of the implementation guide</p>	√	

**Additional Remarks:**

Faculty Core courses are missing due to the absence of consensus within the faculty . UCC strongly recommends that a serious attempt is made to accommodate at least some faculty core courses as soon as possible. UCC also strongly recommends that the Senate address this issue.

**Overall:**

Recommend without reservation

Recommend with minor corrections/recommendations indicated above

Not recommended

**University Curriculum Committee  
GE Checklist**

**English Literature & Humanities**

**COURSE REQUIREMENTS**

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	<b>UX</b> or <b>UX-YYY</b>	<b>21</b>	<b>21</b>	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	<b>15</b>	<b>15</b>	Excluding SPIKE
		<b>13</b>	<b>13</b>	Excluding SPIKE, Turkish and History
University Core Courses	<b>UC</b>	<b>13</b>	<b>13</b>	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	<b>7</b>	Without SPIKE
University Elective Courses	<b>UE</b> or <b>UE-YYY</b>	Min 3	<b>3</b>	See the next row
<i>Additional Requirements:</i>				
University courses in:				
10. Math and Physical/ Natural & Sciences	<b>UX-M</b> or <b>UX-PN</b> or <b>UX-MPN</b>	Min 3	<b>3</b>	UX-M + UX-PN + UX-MPN = 3
Mathematics	<b>UX-M</b>	Min 1	<b>1</b>	
Physical/Nat. Sci	<b>UX-PN</b>	Min 1	<b>1+1</b>	
11. Arts and Humanities	<b>UX-AH</b>	2 or 3 +	<b>3</b>	“+” means that it may be more than 3 if the condition in the next row is satisfied
12. Social/ Behavioral Sciences	<b>UX-SB</b>	2 or 3 +	<b>2</b>	
TOTAL in AH and SB		Min 5	<b>5</b>	UX-AH + UX-SB = 5
TOTAL in these 3 categories	<b>UX-YYY</b> + <b>UE</b>	Min 8	<b>8</b>	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be chosen from these 3 categories	<b>UE</b> or <b>UE-YYY</b>	Min 3	<b>3</b>	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	<b>FC</b>	Min 5	<b>0</b>	

<b>C - Area Core Courses</b>	<b>AC</b>	12 to16+	<b>20</b>	AC+AE=20 The number of AC and AE courses may vary in such a way that their sum is 20
<b>D - Area Elective Courses</b>	<b>AE</b>	4 +/-	<b>9</b>	

CREDIT REQUIREMENTS

Requirement	Suggested	Proposed	Remark
Min credits	120	126	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	42	Without SPIKE, Turkish and History
Courses per semester	Max 5	Mainly 5	Excluding SPIKE, Turkish and History

UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Department of Art History and Archeology		Date Recieved:	
Preliminary Evaluation Date:		Subcommittee Evaluation Date:	14/06/05	UCC Evaluation Date:

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
Format in general (completeness of the forms) (Latest version of the most proper form; No blank spaces left etc...)	√	Comparative statistics section in Part III incomplete.
Deadlines (Initiation: no later than 2 semesters; Senate Approval: no later than 3 months before implementation semester)		
Board Approvals (Department Board, Faculty/School Board)	√	Complete.
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)	√	
<i>Curriculum:</i>		
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	X	No FC courses (non-consensus in Faculty). AE course title and codes should be removed.

<p>from Math and social sciences (at least 3 in this category one of which 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)</p>		<p>AC+AE = 28 (20 recommended).</p>
<p>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.)</p>	<p>√</p>	
<p>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)</p>	<p>√</p>	<p>Remove spaces between letters and numbers in course codes. Course code categories should be amended in Full Curriculum section where necessary.</p>
<p>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)</p>	<p>√</p>	<p>Hyphens should be used in -I , -II course titles. Some Transcript/Abbrev. Titles are too long.</p>
<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	<p>√</p>	
<p>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)</p>	<p>√</p>	
<p>Consistency of the use of credits in different sections of the form</p>	<p>√</p>	
<p>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)</p>	<p>√</p>	
<p>Total credit or student work load appropriateness (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)</p>	<p>√</p>	
<p>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	<p>√</p>	
<p>Reasonable prerequisites and co-requisites (Very limited number of courses should be assigned as "prerequisite" or "co requisite". Prerequisites should be</p>	<p>√</p>	

limited to sequential courses if possible)		
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)	√	
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)		
<b>Accreditation:</b>		
Compliance with the requirements of YÖK		
Compliance with the requirements of ABET or any other accreditation body if applicable		
<b>Implementation:</b>		
Sufficiency of human resources	√	See relevant sections of form.
Sufficiency of physical resources	√	-ditto-
Justified budget and financing	√	-ditto-
Proper initiation semester	√	
Existence of the implementation guide	X	Implementation section incomplete (highly recommended for internal use).
<b>Additional Remarks:</b>		
Faculty Core courses are missing due to the absence of concensus within the faculty . UCC strongly recommends that a serious attempt is made to accomadate at least some faculty core courses as soon as possible. UCC also strongly recommends that the Senate address this issue.		
<b>Overall:</b>		
<input type="checkbox"/>	Recommend without reservation	<input type="checkbox"/>
	Recommend with minor corrections/recommendations indicated above	<input type="checkbox"/>
		Not recommended

**University Curriculum Committee**

**GE Checklist  
Department of Art History/Archeology**

**COURSE REQUIREMENTS**

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	UX or UX-YYY	<b>21</b>	<b>21</b>	All University Courses (University Core or University Elective) including SPIKE <b>*1 more needed</b>



	X= C (core) or E (Elective)	<b>15</b>	<b>15</b>	Excluding SPIKE
		<b>13</b>	<b>13</b>	Excluding SPIKE, Turkish and History
University Core Courses	<b>UC</b>	<b>13</b>	<b>13</b>	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	<b>7</b>	Without SPIKE
University Elective Courses	<b>UE</b> or <b>UE-YYY</b>	Min 3	<b>3</b>	See the next row
<b>Additional Requirements:</b>				
University courses in:				
13. Math and Physical/ Natural & Sciences	<b>UX-M</b> or <b>UX-PN</b> or <b>UX-MPN</b>	Min 3	<b>3</b>	UX-M + UX-PN + UX-MPN = 3
Mathematics	<b>UX-M</b>	Min 1	<b>1</b>	
Physical/Nat. Sci	<b>UX-PN</b>	Min 1	<b>2</b>	
14. Arts and Humanities	<b>UX-AH</b>	2 or 3 +	<b>3</b>	“+” means that it may be more than 3 if the condition in the next row is satisfied <b>*1 more needed</b>
15. Social/ Behavioral Sciences	<b>UX-SB</b>	2 or 3 +	<b>2</b>	
TOTAL in AH and SB		Min 5	<b>5</b>	UX-AH + UX-SB = 5
TOTAL in these 3 categories	<b>UX-YYY + UE</b>	Min 8	<b>8</b>	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be chosen from these 3 categories	<b>UE</b> or <b>UE-YYY</b>	Min 3	<b>3</b>	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	<b>FC</b>	Min 5	<b>0</b>	
<b>C - Area Core Courses</b>	<b>AC</b>	12 to16+	<b>16</b>	AC+AE=20
<b>D - Area Elective Courses</b>	<b>AE</b>	4 +/-	<b>12</b>	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	<b>123</b>	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	<b>41</b>	Without SPIKE, Turkish and History
Courses per semester	Max 5	<b>5-6</b>	Excluding SPIKE, Turkish and History

#### UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Department of History	Date Received:	
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Preliminary Evaluation Date:		Subcommittee Evaluation Date:	14/05/06	UCC Evaluation Date:	
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Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
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)	√	
<i>Curriculum:</i>		
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 which 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)		No FC courses (non-consensus in Faculty). AE course codes and titles should be removed. AE+AC = 28 (20 recommended).
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)	√	Course code categories in Full Curriculum section should be amended where necessary.

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)	X	Hyphen should be used in - I, - II course titles. Transcript/Abbrv. titles are missing. Keywords are missing.
Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)	√	A number of course descriptions appear to be <u>very</u> short (e.g. only one sentence). No Turkish language course descriptions.
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)	√	
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)	√	
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)		
<i>Accreditation:</i>		
Compliance with the requirements of YÖK		
Compliance with the requirements of ABET or any other accreditation body if applicable		
<i>Implementation:</i>		
Sufficiency of human resources	√	See relevant sections of form.
Sufficiency of physical resources	√	-ditto-
Justified budget and financing	√	-ditto-

Proper initiation semester	√	
Existence of the implementation guide	X	Implementation section is incomplete (but highly recommended for internal use).
<b>Additional Remarks:</b>		
Faculty Core courses are missing due to the absence of concensus within the faculty . UCC strongly recommends that a serious attempt is made to accomadate at least some faculty core courses as soon as possible. UCC also strongly recommends that the Senate address this issue.		
<b>Overall:</b>		
<input type="checkbox"/>	Recommend without reservation	<input type="checkbox"/>
<input type="checkbox"/>	Recommend with minor corrections/recommendations indicated above	<input type="checkbox"/>
<input type="checkbox"/>	Not recommendd	<input type="checkbox"/>

University Curriculum Committee

**GE Checklist  
Department of History**

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	UX or UX-YYY	<b>21</b>	<b>21</b>	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	<b>15</b>	<b>15</b>	Excluding SPIKE
		<b>13</b>	<b>13</b>	Excluding SPIKE, Turkish and History
University Core Courses	UC	<b>13</b>	<b>13</b>	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	<b>7</b>	Without SPIKE
University Elective Courses	UE or UE-YYY	Min 3	<b>3</b>	See the next row
<i>Additional Requirements:</i>				
University courses in:				
16. Math and Physical/ Natural & Sciences	UX-M or UX-PN or UX-MPN	Min 3	<b>3</b>	UX-M + UX-PN + UX-MPN = 3
Mathematics	UX-M	Min 1	<b>1</b>	
Physical/Nat. Sci	UX-PN	Min 1	<b>2</b>	
17. Arts and Humanities	UX-AH	2 or 3 +	<b>2</b>	" +" means that it may be more than 3 if the condition in the next row is satisfied
18. Social/ Behavioral Sciences	UX-SB	2 or 3 +	<b>3</b>	
TOTAL in AH and SB		Min 5	<b>5</b>	UX-AH + UX-SB = 5
TOTAL in these 3 categories	UX-YYY + UE	Min 8	<b>8</b>	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8

ELECTIVES that can be chosen from these 3 categories	UE or UE-YYY	Min 3	3	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	FC	Min 5	0	
<b>C - Area Core Courses</b>	AC	12 to16+	22	AC+AE=20
<b>D - Area Elective Courses</b>	AE	4 +/-	6	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	123	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	41	Without SPIKE, Turkish and History
Courses per semester	Max 5	5-6	Excluding SPIKE, Turkish and History

#### UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	TRANSLATION AND INTERPRETATION			Date Recieved:	13.06.2005
Preliminary Evaluation Date:	13.06.2005	Subcommittee Evaluation Date:	14.06.2005	UCC Evaluation Date:	

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
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)	√	
<i>Curriculum:</i>		
Compliance with the core curriculum policy (The category of courses should be specified properly; 6 SPIKE, 1 History,		No Faculty core courses.

<p>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 which 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)</p>		<p>Area core courses (22) + Area electives (6) = 28. It does not comply with the GE curriculum policy.</p>
<p><b>Coherence and relevance of justifications in general</b> (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.)</p>	√	
<p><b>Appropriateness of course coding</b> (4 letter field code; 3 letter numeric code; no space; no sub discipline based field codes; odd third digits for fall semesters)</p>	√	
<p><b>Format and length of course titles and descriptions</b> (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)</p>		*Turkish version of the course outlines is missing.
<p><b>Course contents</b> (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	√	
<p><b>Calculation of the credits of the individual courses and the total credit of the program</b> (Credit = Lec + ½ (lab+tut), the digits after the decimal point of the resultant number is dropped)</p>	√	
<p><b>Consistency of the use of credits in different sections of the form</b></p>	√	
<p><b>Compliance of the course credit descriptions with policies</b> (mainly 3 credit courses; seminar and professional orientation courses are 1 credit, SPIKE is 0 credit, HIST 200 is 2 credit)</p>	√	
<p><b>Total credit or student work load appropriateness</b> (Total of 40 3-4 credit courses excluding SPIKE, Turkish and History, 120-145 total credits)</p>	√	
<p><b>Reasonable distribution of courses among semesters</b> (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	6 courses in the first and second semester; 5 courses in other semesters.
<p><b>Reasonable prerequisites and co-requisites</b> (Very limited number of courses should be assigned as "prerequisite" or "co requisite". Prerequisites should be limited to sequential courses if possible)</p>	√	
<p><b>Appropriateness of academic ownership of the courses</b> (The courses should be offered by a department which hosts the field of the course. For example, Math courses by Math department)</p>	√	
<p><b>Justifiable minimum overlap among similar courses</b> (A course can not be opened in the presence of an existing course with similar content. Vocational school courses are exceptional)</p>	√	
<i>Accreditation:</i>		
Compliance with the requirements of YÖK	NA	
Compliance with the requirements of ABET or any other	NA	

accreditation body if applicable			
<i>Implementation:</i>			
Sufficiency of human resources	√		
Sufficiency of physical resources	√		
Justified budget and financing	√		
Proper initiation semester	√	2005-2006	
Existence of the implementation guide	NA		
<b>Additional Remarks:</b>			
Faculty Core courses are missing due to the absence of consensus within the faculty . UCC strongly recommends that a serious attempt is made to accommodate at least some faculty core courses as soon as possible. UCC also strongly recommends that the Senate address this issue.			
<b>Overall:</b>			
<input type="checkbox"/>	Recommend without reservation	<input type="checkbox"/>	Recommend with minor corrections/recommendations indicated above
<input type="checkbox"/>		<input type="checkbox"/>	Not recommended

**University Curriculum Committee**

**GE Checklist  
Translation and Interpretation**

**COURSE REQUIREMENTS**

Category	Notation	Suggested	Proposed	Remarks
<b>A- University Courses</b>				
Overall	<b>UX</b> or <b>UX-YYY</b>	<b>21</b>	<b>21</b>	All University Courses (University Core or University Elective) including SPIKE
	X= C (core) or E (Elective)	<b>15</b>	<b>15</b>	Excluding SPIKE
		<b>13</b>	<b>13</b>	Excluding SPIKE, Turkish and History
University Core Courses	<b>UC</b>	<b>13</b>	<b>13</b>	6 Spike + 2 English + 1 Turkish + 1 History + 2 Critical thinking+ 1 Computer
		7	<b>7</b>	Without SPIKE
University Elective Courses	<b>UE</b> or <b>UE-YYY</b>	Min 3	<b>3</b>	See the next row
<i>Additional Requirements:</i>				
University courses in:				
19. Math and Physical/ Natural & Sciences	<b>UX-M</b> or <b>UX-PN</b> or <b>UX-MPN</b>	Min 3	<b>3</b>	UX-M + UX-PN + UX-MPN = 3
Mathematics	<b>UX-M</b>	Min 1	<b>1+1</b>	
Physical/Nat. Sci	<b>UX-PN</b>	Min 1	<b>1+1</b>	

20. 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
21. Social/ Behavioral Sciences	UX-SB	2 or 3 +	2	
TOTAL in AH and SB		Min 5	5	UX-AH + UX-SB = 5
TOTAL in these 3 categories	UX-YYY + UE	Min 8	8	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
ELECTIVES that can be chosen from these 3 categories	UE or UE-YYY	Min 3	3	UE + UE-YYY = 3
<b>B - Faculty Core Courses</b>	<b>FC</b>	Min 5	<b>0</b>	
<b>C - Area Core Courses</b>	<b>AC</b>	12 to16+	<b>22</b>	AC+AE=20
<b>D - Area Elective Courses</b>	<b>AE</b>	4 +/-	<b>6</b>	These area electives are mentioned as Third Foreign Language. They are not elective.

#### CREDIT REQUIREMENTS

Requirement	Suggested	Proposed	Remark
Min credits	120	130	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	42	Without SPIKE, Turkish and History
Courses per semester	Max 5	5-6	Excluding SPIKE, Turkish and History

Hacer ADAOĞLU (Faculty of Law)	Şamil ERDOĞAN (Rector's Office, Student Affairs)
Guita FARIVARSADRI (Faculty of Architecture)	Özay GÜRTÜĞ (Rector's Office, Academic Affairs) (On leave)
Mustafa İLKAN (School of Computing & Technology)	Süleyman İRVAN (Faculty of Communication & Media Studies) (Subcommittee Chair for FAS)
Turhan KAYMAK (Faculty of Business & Economics)	Hasan KILIÇ (School of Tourism & Hospitality)



	Management)
Seval NİYAZI (School of Foreign Languages)	Ülker Vancı OSAM (Faculty of Education) (Subcommittee member for FAS)
Hakan ÖZAKTAŞ (Faculty of Engineering)	Lorraine PINNEL (Faculty of Arts & Sciences) (Subcommittee member for FAS)
Osman YILMAZ (Committee Chair)	