

UNIVERSITY CURRICULUM COMMITTEE
CURRICULUM EVALUATION REPORT

Report No : 5
Report Date : 27/06/2005

Reports for the proposals by the Faculty of Business and Economics:

1. [Economics](#) (Program Revision)
2. [International Relations](#) (Program Revision)
3. [European Studies](#) (New Program)
4. [Public Administration](#) (New Program)
5. [International Trade and Business](#) (New Program)
6. [Management Information Systems](#) (New Program)
7. [Business Administration](#) (Program Revision)
8. [Banking and Finance](#) (Program Revision)
9. [Financial Institutions and Information Technologies](#) (New Program)
10. [International Finance](#) (New Program)
11. [Political Science](#) (New Program)

UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Economics			Date Recieved:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 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)	X	No consultations were reported.
<i>Curriculum:</i>		

<p>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)</p>	√	<ul style="list-style-type: none"> - It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines. - The course coded UC-SB should be UE-SB with the title of "University Elective -- Social and Behavioral Sciences". Thus now you will have 11 University Core courses and 4 University Elective courses.
<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>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>	X	<ul style="list-style-type: none"> - Space between field code and numeric code should be removed in some cases. - Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>	√	<ul style="list-style-type: none"> -Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.
<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</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>Consistency of the use of credits in different sections of the form</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>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>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	
<p>Reasonable prerequisites and co-requisites (Very limited number of courses should be assigned as "prerequisite")</p>	√	

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)	√	- The coding of statistics, communication, law and IT courses (STAT201, MGMT 211, MGMT260, MGMT171 and MGMT172) are debatable.
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	NA	
Implementation:		
Sufficiency of human resources	√	Minimum additional resources required
Sufficiency of physical resources	√	
Justified budget and financing	N.A.	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	
Additional Remarks:		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist for Economics

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	4	See the next row
<i>Additional Requirements:</i>				
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 +	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 +	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 - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to 16+	14	AC+AE=20
D - Area Elective Courses	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	International Relations			Date Received:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 2005

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
<p>Format in general (completeness of the forms) (Latest version of the most proper form; No blank spaces left etc...)</p>	√	
<p>Deadlines (Initiation: no later than 2 semesters; Senate Approval: no later than 3 months before implementation semester)</p>	√	
<p>Board Approvals (Department Board, Faculty/School Board)</p>	√	
<p>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)</p>	X	No consultations were reported.
<i>Curriculum:</i>		
<p>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)</p>	√	<p>- It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses.</p> <p>- UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines.</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>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>	√	Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>-Hyphenated use of roman numerals are needed for all relevant courses</p> <p>- Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II,</p>

<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</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>Consistency of the use of credits in different sections of the form</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>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>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p> <p>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)</p> <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)</p> <p>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)</p>		Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions. - Statistics 201 should read as Introduction to Statistics-I. There are the same problems also with the Turkish versions.
	√	Missing course descriptions for compulsory courses offered by other academic units.
	√	
	√	
	√	
	√	
	√	
	√	
	√	The coding of statistics, communication and IT courses (STAT201, MGMT 211, MGMT171 and MGMT172) are debatable.
	√	
Accreditation:		
Compliance with the requirements of YÖK	√	
Compliance with the requirements of ABET or any other accreditation body if applicable	NA	
Implementation:		
Sufficiency of human resources	√	Minimum additional resources required, just asking for additional teaching assistants.
Sufficiency of physical resources	√	
Justified budget and financing	N.A.	

Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	
Additional Remarks:		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist for International Relations

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	3	See the next row
<i>Additional Requirements:</i>				
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	2	
Physical/Nat. Sci	UX-PN	Min 1	1	
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 - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	16	AC+AE=20
D - Area Elective Courses	AE	4 +/-	4	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	European Studies Programme			Date Recieved:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 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	X	No consultations were reported.

required)		
<i>Curriculum:</i>		
<p>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)</p>	√	<ul style="list-style-type: none"> - It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines. - In the "Existing Courses" section there are a number of classification mistakes. But this is not reflected in the "Full Curriculum" section. However, this should still be fixed. - A European Language-I & II (LANG111 & 112) courses should be AE rather than AC and course codes should be left blank
<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>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>	√	<ul style="list-style-type: none"> - In the "Full Curriculum" section leave the course code blank for your Area Electives. The same thing goes for all other elective courses. - For LANG 111 and LANG 112, leave it blank. - Code of the Sociology course is not recommended to be INTL but an appropriate code reflecting its origin. - Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>	√	<ul style="list-style-type: none"> -Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions. - Statistics 201 should read as Introduction to Statistics-I. Mgmt 101 should read as Introduction to Business-I. There are the same problems also with the Turkish versions. - The titles should not be in upper case in catalog course description section.
<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	√	<ul style="list-style-type: none"> - Missing course descriptions for compulsory courses offered by other academic units.

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)	√	The coding of statistics, communication and IT courses (STAT201, MGMT 211, MGMT171 and MGMT172) are debatable.
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	NA	
<i>Implementation:</i>		
Sufficiency of human resources	?	
Sufficiency of physical resources	√	
Justified budget and financing	N.A.	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	
<i>Additional Remarks:</i>		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		

Overall:
 Recommend without reservation
 Recommend with minor corrections/recommendations indicated above
 Not recommended
University Curriculum Committee**GE Checklist for European Studies Programme**

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	3	See the next row
<i>Additional Requirements:</i>				
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	2	
Physical/Nat. Sci	UX-PN	Min 1	1	
8. 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
9. 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 - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	15	AC+AE=20
D - Area Elective Courses	AE	4 +/-	5	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	PUBLIC ADMINISTRATION			Date Recieved:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 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)	X	No consultations were reported.
<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	√	- It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines. -In the 8 th semester area elective is coded as UE, it should

<p>Area Core and Area Elective courses)</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>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>be AE</p> <ul style="list-style-type: none"> - There are 13 prerequisites which seems to be excessive. - In statistics part the average is not written - SPIKES are not prerequisite of each other.
<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>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	X	<ul style="list-style-type: none"> - Space between field code and numeric code should be removed in some cases. - Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>	√	<ul style="list-style-type: none"> -Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions. - Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions. - There are no abbreviation titles in course descriptions - Math 103 description (in Turkish) is not sufficient
<p>Consistency of the use of credits in different sections of the form</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>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>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	

<p>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)</p> <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)</p> <p>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)</p>	√	
	√	<p>- The coding of statistics, communication and IT courses (STAT201, MGMT 211, MGMT171 and MGMT172) are debatable.</p> <p>- The coding of POLS105 (General Principles of Turkish Law) and POLS202 (Turkish Constitutional System) are also debatable.</p>
	√	
Accreditation:		
Compliance with the requirements of YÖK	√	
Compliance with the requirements of ABET or any other accreditation body if applicable	NA	
Implementation:		
Sufficiency of human resources	√	Minimum additional resources required
Sufficiency of physical resources	√	
Justified budget and financing	N.A.	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	
Additional Remarks:		
<p><i>The program description is international, however the curriculum focuses on Turkish politics. The UCC suggests that the narrow scope of some of the courses may not make it attractive for international students.</i></p> <p><i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i></p>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist for Public Administration

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
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A- University Courses				
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	11	Without SPIKE
University Elective Courses	UE or UE-YYY	Min 3	3	See the next row
<i>Additional Requirements:</i>				
University courses in:				
10. 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	
11. 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
12. 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 - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	16	AC+AE=20
D - Area Elective Courses	AE	4 +/-	4	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	121	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	42	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	International Trade and Business			Date Received:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 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...)	X	Some information in the first page (program details is missed)
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)	X	No consultations were reported.
<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)	√	- It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines.
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)	√	-There should be no distance between field and numeric codes.

		- Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>	X	<p>-Hyphenated use of roman numerals are needed for all relevant courses</p> <p>- Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.</p> <p>-In course description parts the credits of MGMT 171 and 101 are written with a wrong format</p> <p>Area electives should not be included in course descriptions part (both in English and Turkish sections)</p> <p>English courses' titles are written as Basic Academic English I, and Ingilizce</p> <p>The way University electives are written in full curriculum should be changed</p>
<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	√	Missing course descriptions for compulsory courses offered by other academic units (GEED courses)
<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>	√	Spikes are given credits (3) – both in full curriculum and in course descriptions
<p>Consistency of the use of credits in different sections of the form</p>	√	<p>Spikes, Turkish and History have different credits in different parts,</p> <p>English courses have (3,0,0) credits</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>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>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	√	
<p>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)</p>	√	
<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)</p>	√	The coding of statistics, communication, law and IT courses (STAT201, MGMT 211, MGMT260, MGMT171 and MGMT172) are debatable.
<p>Justifiable minimum overlap among similar courses</p>	√	

(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	NA	
Implementation:		
Sufficiency of human resources	√	
Sufficiency of physical resources	√	
Justified budget and financing	N.A.	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	
Additional Remarks:		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations and minor errors should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist for International Trade and Business

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	4	See the next row

<i>Additional Requirements:</i>				
University courses in:				
13. 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	
14. 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
15. 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 - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to 16+	14	AC+AE=20
D - Area Elective Courses	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	121	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Management Information Systems			Date Received:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 2005

Review item	OK	Remarks / Recommendations
<i>Submission:</i>		
<p>Format in general (completeness of the forms) (Latest version of the most proper form; No blank spaces left etc...)</p>	√	
<p>Deadlines (Initiation: no later than 2 semesters; Senate Approval: no later than 3 months before implementation semester)</p>	√	
<p>Board Approvals (Department Board, Faculty/School Board)</p>	√	
<p>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)</p>	X	No consultations were reported.
<i>Curriculum:</i>		
<p>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)</p>	√	<ul style="list-style-type: none"> - It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines. - University Electives' titles in full curriculum should change
<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>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>	√	<ul style="list-style-type: none"> - no space needed in between (in course codes) - Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>	√	<ul style="list-style-type: none"> -Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.
<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	√	Missing course descriptions for compulsory courses offered by other academic units.

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)	√	The coding of statistics, communication and IT courses (STAT201, MGMT 211, MGMT171 and MGMT172) are debatable.
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	NA	
<i>Implementation:</i>		
Sufficiency of human resources		
Sufficiency of physical resources		
Justified budget and financing	N.A.	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	
<i>Additional Remarks:</i>		
<i>The courses listed and the name of the program lack coherency. There are very limited number of MIS courses. Moreover, it lacks a senior year project which is supposed to be essential in an MIS program. This issue can partly be resolved by assigning some of the listed Area elective courses as area core course (especially some data-base courses). The proposed program allows for this reorientation and recategorization. UCC strongly encourages these</i>		

issues be considered before the Senate's approval.

Overall:

Recommend without reservation Recommend with minor corrections/recommendations indicated above Not recommended

University Curriculum Committee

GE Checklist for Management Information Systems

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	4	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	3	UX-M + UX-PN + UX-MPN = 3
Mathematics	UX-M	Min 1	2	
Physical/Nat. Sci	UX-PN	Min 1	1	
17. 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
18. 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	4	UE + UE-YYY = 3
B - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	14	AC+AE=20

D - Area Elective Courses	AE	4 +/-	6	The number of AC and AE courses may vary in such a way that their sum is 20
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CREDIT REQUIREMENTS

Requirement	Suggested	Proposed	Remark
Min credits	120	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Business Administration			Date Recieved:
Preliminary Evaluation Date:	Subcommittee Evaluation Date:	June 20, 2005	UCC Evaluation Date:	June 27, 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)	X	No consultations were reported.
<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)	√	--It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11

<p>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>programs emanate from these two disciplines.</p> <ul style="list-style-type: none"> - In statistics part there are some mismatches (in courses offered by dep,...) - Credit of Turkish should be 3 -Credits are given to spike courses - University electives format in full curriculum should be revised
<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>X</p>	<ul style="list-style-type: none"> - Space between field code and numeric code should be removed in some cases. - Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
<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>	<ul style="list-style-type: none"> -Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions. Turk100/Turk199 should be Communication in Turkish). Descriptions are not included There are no abbreviation titles in course descriptions (English and Turkish) In GEED 112 course descriptions "Tam ders adi" should be removed
<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</p>	<p>√</p>	

(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)	√	The coding of statistics, communication, law and IT courses (STAT201, MGMT 211, MGMT260, MGMT171 and MGMT172) are debatable.
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	NA	
Implementation:		
Sufficiency of human resources	√	Minimum additional resources required The format of part should be changed – add additional
Sufficiency of physical resources	√	
Justified budget and financing	N.A.	
Proper initiation semester	√	2005-2006 Fall
Existence of the implementation guide	√	No clear implementation part
Additional Remarks:		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations and minor errors should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist for Business Administration

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
Overall	UX or UX-YYY X= C (core) or E (Elective)	21	21	All University Courses (University Core or University Elective) including SPIKE
		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	4	See the next row
<i>Additional Requirements:</i>				
University courses in:				
19. 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	
20. 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
21. 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	4	UE + UE-YYY = 3
B - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	14	AC+AE=20
D - Area Elective Courses	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	120	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
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Total number of courses	Max 40	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Banking and Finance			Date Recieved:	
Preliminary Evaluation Date:		Subcommittee Evaluation Date:	June 22, 2005	UCC Evaluation Date:	June 27, 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)	✗	No consultations were reported.
<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)	✓	- It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC reccommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines.
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>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>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>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</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>Consistency of the use of credits in different sections of the form</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>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>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p> <p>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)</p> <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)</p> <p>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)</p>	✓	Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
	✓	-Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.
	✓	
	✓	
	✓	
	✓	
	✓	40 courses with 3 credits (TURK and HIST excluded), and 1 internship course with 0 credit.
	✓	
	✓	
	x	The coding of STAT201, MGMT171 and MGMT172 are debatable.
	✓	
<i>Accreditation:</i>		
Compliance with the requirements of YÖK	✓	
Compliance with the requirements of ABET or any other accreditation body if applicable	N.A.	
<i>Implementation:</i>		
Sufficiency of human resources	x	Minimum increase requested (2 additional faculty members)

Sufficiency of physical resources	NA	
Justified budget and financing	✓	
Proper initiation semester	✓	
Existence of the implementation guide	x	Time schedule for phasing out old courses might be necessary.
Additional Remarks:		
<i>UCC strongly recommends that the very short Program Description section is lengthened.</i>		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations and minor errors should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist (BANKING AND FINANCE)

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	3	UE-AH (2) and UE-PN (1)
<i>Additional Requirements:</i>				
University courses in:				
22. 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	UC-M (2)
Physical/Nat. Sci	UX-PN	Min 1	1	UE-PN (1)
23. Arts and Humanities	UX-AH	2 or 3 +	2	UE-AH (2) and UC-SB (3)
24. Social/ Behavioral	UX-SB	2 or 3 +	3	

Sciences TOTAL in AH and SB TOTAL in these 3 categories ELECTIVES that can be chosen from these 3 categories				
		Min 5	5	UX-AH + UX-SB = 5
	UX-YYY + UE	Min 8	8	UX-M+UX-PN + UX-MPN + UX-AH + UX-SB + UE = 8
	UE or UE-YYY	Min 3	3	UE-PN (1) and UE-AH (2)
B - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	14+1	AC+AE=20
D - Area Elective Courses	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Financial Institutions and Information Technologies		Date Recieved:	
Preliminary Evaluation Date:		Subcommittee Evaluation Date:	June 22, 2005	UCC Evaluation Date: June 27, 2005

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

<p>(Latest version of the most proper form; No blank spaces left etc...)</p> <p>Deadlines (Initiation: no later than 2 semesters; Senate Approval: no later than 3 months before implementation semester)</p> <p>Board Approvals (Department Board, Faculty/School Board)</p> <p>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)</p>		
<i>Curriculum:</i>		
<p>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)</p>	✓	<p>- It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses.</p> <p>- UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines.</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>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>- The field code MIST applied to 4 courses does not exist in</p> <p>- Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.</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>- Some course titles require serious revision. For example ECON101 (Principles of Economics-I) and ECON102 (Introduction to Economics-II) are inconsistent. Also EFL 103 (Basic Academic English should read Communication in English-I. MATH103-Mathematics-I incomplete title. All courses should be checked.</p> <p>-Hyphenated use of roman numerals are needed for all relevant courses</p> <p>- Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.</p>
<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</p>	✓	
<p>Calculation of the credits of the individual courses and the total credit of the program</p>	✓	

(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)	x	The coding of STAT201, MGMT171 and MGMT172 are debatable.
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	x	This program has not been approved by YOK.
Compliance with the requirements of ABET or any other accreditation body if applicable	N.A.	
Implementation:		
Sufficiency of human resources		Not included
Sufficiency of physical resources		
Justified budget and financing		
Proper initiation semester	√	
Existence of the implementation guide	N.A.	New program.
Additional Remarks:		
The nonaccredited status of this program by YOK is troubling:		
1- No students from Turkey can be accepted		
2- EMU's mission to have international accreditation is not met.		
3- Turkish Cypriot Students will be denied employment opportunities in Turkey		

4- The diploma itself can not be endorsed by Turkish institutions

Overall, this creates a dangerous precedent. Therefore UCC can not recommend this program.

However, only for future reference, The UCC evaluated the proposal form and strongly recommends that the Program Description section is professionally rewritten. The proposed curriculum complies with the GE policies.

Overall:

Recommend without reservation Recommend with minor corrections/recommendations indicated above Not recommended

University Curriculum Committee

GE Checklist (FINANCIAL INSTITUTIONS AND INFORMATION TECHNOLOGIES)

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	3	UE-AH (2) and UE-PN (1)
<i>Additional Requirements:</i>				
University courses in:				
25. 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	UC-M (2)
Physical/Nat. Sci	UX-PN	Min 1	1	UE-PN (1)
26. Arts and Humanities	UX-AH	2 or 3 +	2	UE-AH (2) and UC-SB (3)
27. 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-PN (1) and UE-AH (2)
B - Faculty Core Courses	FC	Min 5	7	

C - Area Core Courses	AC	12 to16+	13+1	AC+AE=20
D - Area Elective Courses	AE	4 +/-	7	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	International Finance			Date Received:	
Preliminary Evaluation Date:		Subcommittee Evaluation Date:	June 22, 2005	UCC Evaluation Date:	June 27, 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)	✗	No consultations were reported.
<i>Curriculum:</i>		
Compliance with the core curriculum policy (The category of courses should be specified properly; 6 SPIKE, 1	✓	- It seems that the faculty core courses were allocated on a

<p>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>		<p>democratic basis in the choice of the 7 faculty core courses.</p> <p>- UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines.</p> <p>- There are some necessary corrections required in Part-4 (In Course category UC-SS and UC-BS do not exist which should be UC-SB; The course code of BANK400 is wrong and some semester numbers corresponding to some courses are missing)</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>Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.</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>-Hyphenated use of roman numerals are needed for all relevant courses</p> <p>- Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.</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 limited to sequential courses if possible)</p>	<p>✓</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)	?	The coding of STAT201, MGMT171 and MGMT172 are debatable.
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	N.A.	
Implementation:		
Sufficiency of human resources		Not available
Sufficiency of physical resources		Not available
Justified budget and financing		
Proper initiation semester	✓	
Existence of the implementation guide	N.A.	New program.
Additional Remarks:		
<i>The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations and minor errors should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.</i>		
Overall:		
<input type="checkbox"/> Recommend without reservation <input checked="" type="checkbox"/> Recommend with minor corrections/recommendations indicated above <input type="checkbox"/> Not recommended		

University Curriculum Committee

GE Checklist (INTERNATIONAL FINANCE)

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	3	UE-AH (2) and UE-PN (1)
<i>Additional Requirements:</i>				
University courses in:				
28. 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	UC-M (2)
Physical/Nat. Sci	UX-PN	Min 1	1	UE-PN (1)
29. Arts and Humanities	UX-AH	2 or 3 +	2	UE-AH (2) and UC-SB (3)
30. 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-PN (1) and UE-AH (2)
B - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	14+1	AC+AE=20
D - Area Elective Courses	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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UCC Checklist for the Evaluation of the Program Revision Proposals

Program Title:	Political Science	Date Received:	
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Preliminary Evaluation Date:		Subcommittee Evaluation Date:	June 22, 2005	UCC Evaluation Date:	June 27, 2005
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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...)	✓	The type and font mismatch in Part-5 (Catalog Description Section) must be addressed.
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)	x	No consultations were reported.
<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)	✓	<ul style="list-style-type: none"> - It seems that the faculty core courses were allocated on a democratic basis in the choice of the 7 faculty core courses. - UCC recommends the inclusion of Sociology and Psychology courses as Faculty Core courses as these 11 programs emanate from these two disciplines.
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.)	✓	<ul style="list-style-type: none"> - The course code of Area electives should be left blank - Course title of TURK100/199 should be corrected as Communication in Turkish - SPIKE-VI credit should be zero - In the summary statistics table, it reads 21 courses offered by the hosting department where as there are 22 POLS courses including area electives.
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)	✓	Presence of a variety of field codes (ACCT, FINA, STAT, MRKT, MGMT) is observed.
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)	✓	<ul style="list-style-type: none"> -Hyphenated use of roman numerals are needed for all relevant courses - Some course titles need editing (for ex. MGMT172 should read as Introduction to Information Technology-II, Turk100/Turk199 should be Communication in Turkish). There are some problems also with the Turkish versions.

<p>Course contents (Max. 2000 characters; concise and clear language; no overlap with similar courses)</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>Consistency of the use of credits in different sections of the form</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>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>Reasonable distribution of courses among semesters (Five 3-4 credit courses per semester excluding SPIKE, Turkish and History)</p>	✓	
<p>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)</p>	✓	
<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)</p>	✗	<p>The coding of STAT201, MGMT171 and MGMT172 are debatable.</p> <p>The coding of POLS105 (General Principles of Turkish Law) and POLS202 (Turkish Constitutional System) are also debatable.</p>
<p>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)</p>	✓	
<i>Accreditation:</i>		
<p>Compliance with the requirements of YÖK</p>	✓	
<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>	NA	Not available
<p>Sufficiency of physical resources</p>	NA	Not available
<p>Justified budget and financing</p>		
<p>Proper initiation semester</p>	✓	
<p>Existence of the implementation guide</p>	N.A.	New program.

Additional Remarks:

The program description is international, however the curriculum focuses on Turkish politics. The UCC suggests that the narrow scope of some of the courses may not make it attractive for international students.

The UCC is happy to report that the curriculum complies with the GE policies. Missing consultations and minor errors should be completed before the Senate Meeting. UCC supports this proposal once the above issues have been addressed.

Overall:

Recommend without reservation Recommend with minor corrections/recommendations indicated above Not recommended

University Curriculum Committee

GE Checklist (POLITICAL SCIENCE)

COURSE REQUIREMENTS

Category	Notation	Suggested	Proposed	Remarks
A- University Courses				
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	3	UE-AH (2) and UE-PN (1)
<i>Additional Requirements:</i>				
University courses in:				
31. 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	UC-M (2)
Physical/Nat. Sci	UX-PN	Min 1	1	UE-PN (1)
32. Arts and Humanities	UX-AH	2 or 3 +	2	UE-AH (2) and UC-SB (3)
33. 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	UE or UE-YYY	Min 3	3	UE-PN (1) and UE-AH (2)

can be chosen from these 3 categories				
B - Faculty Core Courses	FC	Min 5	7	
C - Area Core Courses	AC	12 to16+	14	AC+AE=20
D - Area Elective Courses	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	120	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	40	Without SPIKE, Turkish and History
Courses per semester	Max 5	5	Excluding SPIKE, Turkish and History

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Guita FARIVARSADRI (Faculty of Architecture) (Subcommittee Chair for FBE)	Özay GÜRTUĞ (Rector's Office, Academic Affairs) (On leave)
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