GEORGE MASON UNIVERSITY

Program Approval Form

For approval of new programs and deletions or modifications to an existing program.

Action Requested:

- [ ] Create New (SCHEV approval required except for minors)
- [ ] Inactivate Existing
- [x] Modify Existing (check **ALL** that apply)
  - [ ] Title (SCHEV approval required except for minors)
  - [ ] Concentration (Choose one): [ ] Add   [ ] Delete   [ ] Modify
  - [x] Degree Requirements
  - [ ] Admission Standards/ Application Requirements
  - [ ] Other Changes: _____

Type (Check one):

- [ ] B.A.   [ ] B.S.   [x] Minor
- [ ] Master's
- [ ] Ph.D.
- [ ] Undergraduate Certificate*
- [ ] Graduate Certificate*
- [ ] Bachelor's/Accelerated Master's   [ ] Other:

College/School:	Volgenau School of Engineering	**Department:**	Information Sciences and Technology
Submitted by:	Khondkar Islam	**Ext:** 8557	**Email:** kislam2@gmu.edu

Effective Term: Fall 2018

Please note: For students to be admitted to a new degree, minor, certificate or concentration, the program must be fully approved, entered into Banner, and published in the University Catalog.

Justification: (attach separate document if necessary)

To raise the standard of the IT minor. We currently have no declaration policy in place for students wanting to declare the IT Minor. At present, students only need C's in the courses that are prerequisites for courses they wish to take for the minor; however, they can earn a D in anything else and it still satisfies the minor requirements.

	Existing	New/Modified
Program Title: (Required) Title must identify subject matter. Do not include name of college/school/dept.	INFT	
Concentration(s):		
Admissions Standards / Application Requirements: (Required only if different from those listed in the University Catalog)		
Degree Requirements: Consult University Catalog for models, attach separate document if necessary using track changes for modifications	The minor is designed primarily for students who desire to augment the knowledge gained through their major-related courses with a foundation of information technology (IT) topics and their application within organizations to achieve organizational objectives. Completing this minor provides students with the necessary skills to improve their attractiveness to employers in our technology-driven society. The minor requires a minimum of 18 credits, including 12 credits of core courses. Beyond these requirements, students must select two additional technical focus courses (6 credits). Students pursuing the IT minor should consult with an advisor to select their additional courses.	The minor is designed primarily for students who desire to augment the knowledge gained through their major-related courses with a foundation of information technology (IT) topics and their application within organizations to achieve organizational objectives. Completing this minor provides students with the necessary skills to improve their attractiveness to employers in our technology-driven society. The minor requires a minimum of 18 credits, including 12 credits of core courses. Beyond these requirements, students must select two additional technical focus courses (6 credits) of which one course must be at the upper 300- or 400-level. Minimum 2.5 CGPA needed in completed 100- and 200-level IT core and foundation courses, and a minimum C in IT 106 or IT 109 in order to declare the IT minor. Minimum "C" grade in all IT courses to earn the IT minor. Students pursuing the IT minor should consult with an advisor to select their additional courses.
Courses offered via distance: (if applicable)		
TOTAL CREDITS REQUIRED:		

*For Certificates Only: Indicate whether students are able to pursue on a   [ ] **Full-time basis**   [ ] **Part-time basis**

Approval Signatures

signature	_signature_ 1/9/18 _signature_ 1/9/18
Department 11/30/17 Date	College/School Date

If this program may impact another unit or is in collaboration with another unit at Mason, the originating department must circulate this proposal for review by those units and obtain the necessary signatures prior to submission. Failure to do so will delay action on this proposal.

Unit Name	Unit Approval Name	Unit Approver's Signature	Date

For Undergraduate Programs only

Undergraduate Council Member   Provost Office   Undergraduate Council Approval Date

For Graduate Programs Only

Graduate Council Member   Provost Office   Graduate Council Approval Date

For Registrar Office's Use Only: Received_____Banner_____Catalog_____   *revised 9/2/2016*