

**DEGREE/PROGRAM CHANGE
FORM C
Form Number: C1081**

Fields marked with * are required

Name of Initiator:	Tracy Skipp	Email:*	tjskipp@unm.edu	Date:*	08-20-12
Phone Number:*	505 277-7996	Initiator's Title*	Associate Dean: UC Bachelor of University Studies		
Associated Forms exist?*	Yes ▼				
Faculty Contact*	Kate Krause	Administrative Contact*	Bernadette Tafoya		
Department*	UC - University Studies	Admin Email*	mbtafoya@unm.edu		
Branch	Main	Admin Phone*	277-9302		

Proposed effective term:

Semester	Spring ▼	Year	2013 ▼
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Course Information

Select Appropriate Program	Undergraduate Degree Program ▼		
Name of New or Existing Program	* Integrative Studies Minor		
Select Category	Minor ▼	Degree Type	BA, BS
Select Action	New ▼		

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.
See current catalog for format within the respective college (upload a doc/pdf file)

[BLA-BIS outline.docx](#)
[BIS Catalog copy.docx](#)

☐ **Does this change affect other departmental program/branch campuses? If yes, indicate below.**

Reason(s) for Request * (enter text below or upload a doc/pdf file)
Interdisciplinary Studies minor to be available for BA/BS students in other Colleges/Schools at UNM... see attached memo...
[FormC rationale LAIS.docx](#)
[FormC1081 memo.doc](#)

Upload a document that includes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications. *
[Provost Office Approval BLA BIS\[1\].pdf](#)

Bachelor of Liberal Arts | Bachelor of Integrative Studies

*** Minor in Integrative Studies**

Degree Outline

Multidisciplinary Major in Liberal Arts [B.L.A.]. The B.L.A. degree as it is being proposed is essentially the same as the current B.U.S degree with a few specific requirement changes. The addition of an exit essay will allow for more meaningful outcomes assessment. The reduction in program residency from 36 to 21 credit hours will keep from penalizing students who, while having met all other graduation requirements, stop out for three or more semesters and have to start residency again. The degree will require:

- 128 credit hours, 51 of which must be upper-division; *
- 36 credit-hour plan of study; and
- 21 credit-hour residency in B.L.A. program (*last 21*); and *
- Entrance/graduation essays (250/500 words) describing plan of study goals and outcomes; and *
- It may be used as a second degree; and a minor may be declared but is not required – however, it still may not be used as part of a double-major. *

Students choosing this major are expected to be returning non-traditional students who are preparing for the workforce or are currently in the workforce. The broad multidisciplinary nature of the major will prepare students for the workforce where a degree is necessary for employment or potential career development on a more advanced career track.

Major in Integrative Studies [B.I.S.]. The new B.I.S. degree is the option, under the current B.U.S degree, less frequently used to prepare motivated students for advanced or creative learning opportunities. The creation of this degree specifically targets students who require or would benefit from closer collaboration, including research projects, with a faculty mentor or faculty-led problem solving teams. The degree will require:

- A 2.0 cum gpa for admission to the major, and graduation;
- 128 credit hours, 51 of which must be upper-division;
- 36 credit-hour plan of study; and
- 36 credit-hour residency in B.I.S. program (*last 36*); and
- Entrance essay (250 words) describing plan of study goals; and
- the approval of a faculty mentor(s); and
- 15 credit hours of Theory & Research in Integrative Studies (LAIS) courses [150, 310, 311, 399 (x3) & 499]
- completion of a substantial Capstone Project (approved by the faculty mentor), i.e. LAIS 499.
- B.I.S. may be declared as part of a double-major, as a dual (or second) degree, and must have a minor.

Students choosing this major are expected to be both traditional and non-traditional students who want to design an individualized program to prepare for unique or advanced learning experiences – including international, cooperative or professional schools. The focused nature of the major and apprenticeship-like experience with a faculty member will better prepare students for advanced study.

* represents a change to the current BUS degree...

Minor in Integrative Studies. The integrative studies minor will be similar to what is currently required of the integrative studies major, and will be awarded to students who complete 21 hours of designated courses. This curriculum will allow creative students who are not in an interdisciplinary major to broaden their academic experience while obtaining a bachelor's degree in their chosen discipline.

1. Completion of 21 credit hours in courses approved by the Associate Dean of Liberal Arts & Integrative Studies (University College) including:
 - a) **LAIS 150** Foundations of Integrative Thought (3), and **LAIS 310** Investigations in Research: Methodologies & Techniques (3); and
 - b) a minimum of 6 credit hours at the 300 or 400 levels.
-

Bachelor of Integrative Studies

TJ Skipp, Ed.D., Associate Dean
Liberal Arts & Integrative Studies [LAIS]
University Advisement and Enrichment Center, Suite 180
MSC06 3680, 1 University of New Mexico
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(505) 277-9302

Faculty & Administration

Dean

Kate Krause, Ph.D., University of Wisconsin

Associate Dean, Curriculum & Program Development

Sonia Gipson Rankin, J.D., University of Illinois at Urbana-Champaign

Associate Dean, Liberal Arts & Integrative Studies

Tracy Skipp, Ed.D., University of New Mexico

Director, Research Service Learning

Dan Young, Ph.D., University of Washington

Introduction

The faculty of The University of New Mexico offers the degree of Bachelor of Integrative Studies (B.I.S.). This program, initiated in 2012, is administered through University College.

This baccalaureate degree program provides the opportunity for students to develop a unique program of study combining courses from more than one University of New Mexico department and/or college. With the help of a LAIS advisor, students will structure a 36+ credit hour program. The program of study will be an area of focus that is interdisciplinary in nature. Remaining courses will be selected through advisement. The B.I.S. degree specifically targets students who require or would benefit from closer collaboration, including research projects, with a faculty mentor or faculty-led problem solving teams. It may be used as part of a double major or as a second degree, and an existing departmental minor is required.

Strict compliance with B.I.S. requirements is mandatory for admission to and continuation in the program. Changes to approved programs of study may be made only in consultation with an advisor and an approved plan of studies revision form. The advisement of B.I.S. students is under the supervision of the Associate Dean of LAIS. Students in the Integrative Studies program must meet the general academic regulations of the University for admission, academic standing, and graduation. **Students are responsible for familiarizing themselves with both the specific and general current academic regulations.** Students who have not been continuously enrolled must follow the requirements of the current University of New Mexico Catalog upon readmission.

Questions regarding any aspect of the program should be addressed to an advisor in the LAIS office. Please also visit the website at <http://bis.unm.edu>.

Courses for Which Degree Credit Is and Is Not Given

Credit toward a degree will not be given for:

1. Any course numbered 100 (e.g., ISE 100, ISM 100).
2. Practicum or activity courses which are primarily technical or vocational (e.g., typing, shop work, paralegal studies, business education/technology, etc.) or other courses which lead to separate certificates; professional courses taken in the law or medical school. Students may enroll in these

courses in pursuit of their own interests or professional preparations, but they should not expect degree credit for them unless they have the prior approval of the Associate Dean. (A number of *technical* courses have been approved for credit at each branch campus – see an LAIS advisor for a complete list.)

Credit toward a degree will be given for:

1. Up to 4 hours of nonprofessional physical education (activity courses such as aerobics, weight-training, etc.); and up to 4 hours of music ensemble.
2. Up to 18 hours of problem courses, directed study, readings and research, independent study courses or similar variable-credit courses unless the Associate Dean grants special permission. Only 12 credit hours of these special courses may be taken from within the same department (e.g., dance). Only 6 credit hours of these courses may be taken from the same faculty member. No credit will be given for hours in a course that exceed the maximum number of hours the originating department stipulates for that course in the catalog.
3. Up to 30 hours of correspondence course work (via mail) may be taken towards the completion of the program; however, only 12 hours of correspondence credit may be taken in the last 36 hours of course work prior to graduation.
4. Any approved course work from an accepted Baccalaureate degree program.

Integrative Studies [B.I.S.] Grade Point Average. The B.I.S. grade point average is based on all attempted University of New Mexico courses that are acceptable to the Integrative Studies program, as defined above.

Admission to the Bachelor of Integrative Studies program

Minimum requirements to transfer into the Integrative Studies program are as follows:

1. Demonstrated academic achievement by satisfying the following:
 - a. Completion of the University Speaking and Writing Core.
 - b. Completion of the University Mathematics Core.
 - c. Completion of the University Language Core.
2. A minimum cumulative grade point average of 2.00 or higher.
3. Twenty-six or more hours of earned credit applicable to this program.
4. Application to the Integrative Studies program includes the following: An entrance interview with a LAIS Academic Advisor. The interview is the student's opportunity to discuss their ideas and goals for their degree, share a draft of their proposed Plan of Study, and if necessary, make any appropriate revisions to their Plan of Study before admission to the program. Please refer to the website for details on designing a Plan of Study, FAQs, Forms and Downloads, and Helpful Hints. <http://bis.unm.edu>. This interview is the time to ask any questions about the Integrative Studies program or about details in designing such a unique degree.
5. Submission of a comprehensive approved Plan of Study to a LAIS Academic Advisor. This Plan of Study must list the specific courses that the student intends to take to complete their B.I.S. degree. In preparing a Plan, the student must study The University of New Mexico Catalog to find courses appropriate for their Interdisciplinary (area of focus) Plan. This Plan must incorporate all courses for the program of study – both transfer and UNM courses. A University of New Mexico "unofficial transcript" and a Transfer Course Evaluation, if appropriate (both can be found on Loboweb), must be attached to the Plan of Study.
6. Submission of a *Statement of Purpose*, no less than 250 words. This statement should describe how the student has organized courses in the Plan to meet the student's needs as well as exactly to what end the student hopes to use their Integrative Studies degree.
7. Submission of a completed *Qualified Signature* form. Details on this form will be discussed in the initial interview. Admission to the Integrative Studies program for the current term must take

place before the end of the third week of classes. After that time, admission will be for the following or subsequent term (Fall, Spring or Summer). Please see an advisor for more information on our admission requirements.

Graduation Requirements

Students must see an Advisor in the LAIS office to apply for graduation one year prior to that in which they plan to graduate. An “apply to graduate” hold will appear on the student’s account once the student has earned 100 credit hours to remind them of this requirement. At this time, the student and the Advisor will view a Degree Audit specifying the work remaining to be completed for graduation. This audit incorporates any unmet core curriculum, upper-division course work as well as B.I.S. residency to be completed. **It should be noted that students are solely responsible for knowing and completing all requirements for graduation from the Integrative Studies program.** Students must know how to run and read their LoboTrax Degree Audits in order to check on their graduation progress.

In addition to adherence to approved programs of study, specific graduation requirements are as follows:

1. Completion of the University’s core curriculum.
2. A minimum of 128 semester hours of earned credit acceptable to the program as defined above.
3. A minimum Integrative Studies grade point average of 2.00.
4. A minimum of 51 semester hours earned in courses at the upper-division level (courses numbered 300–499).
5. A minimum grade-point average of 2.00 on all upper-division course work attempted at The University of New Mexico.
6. A minimum of 36 semester hours of academic work earned while enrolled in the Integrative Studies program. This is known as the department residency requirement. (Not to include: credit by exam, transfer credit and/or concurrent enrollment, or independent study/problems courses unless specifically approved by the Associate Dean.) These must include the final 36 hours of enrollment prior to graduation from the program.
7. A minimum of 15 credit hours of Integrative Studies [LAIS] core courses; and, an additional 21 credit hours of approved elective Integrative Studies courses must be included in the Plan of Study.
8. A minimum grade of C (2.00) or higher is required in all courses included in a student’s Plan of Study (core & elective).
9. Fulfillment of the University’s residence credit requirement (30 credit hours including 15 after 92).

Major Study Requirements

The submission of a comprehensive Plan of Study to a LAIS Academic Advisor must be approved before admission to the program is complete.

This Plan of Study must list the specific courses that the student intends to take to complete their B.I.S. degree, including a minimum of 15 credit hours of Integrative Studies core courses (listed below); and, an additional 21 credit hours of approved elective Integrative Studies courses must be included in the Plan of Study. Transfer courses may be included as part of a student’s Plan of Study. *It should also be noted that transfer courses in which credit was earned at a lower-division designation cannot be transferred as upper-division to count towards a B.I.S. degree.*

The minimum residency, which is the final 36 credit hours of academic work, must be earned while enrolled in the Integrative Studies program at The University of New Mexico. In preparing a Plan, the student must study The University of New Mexico Catalog to find courses appropriate for their Interdisciplinary (area of focus) Plan.

This Plan must incorporate all courses for the program of study – the minimum final 36 credit hours, plus any additional courses a student may need to be prepared for further or advanced study.

A typical degree plan might include:

LAIS 150: Foundations of Integrative Thought (3)
LAIS 310: Investigations in Research: Methodologies & Techniques (3)
LAIS 311: Experiential Research (3)
LAIS 399: Interdisciplinary Synthesis (1)
LAIS 399: Interdisciplinary Synthesis (1)
LAIS 399: Interdisciplinary Synthesis (1)
LAIS 499: Senior Seminar (3)

Core Courses = 15 credit hours

Approved Departmental Course _____ (3)
Approved Departmental Course _____ (3)
Approved Departmental Course _____ (3)
Approved Departmental Course _____ (3)
Approved Departmental Course _____ (3)
Approved Departmental Course _____ (3)
Approved Departmental Course _____ (3)

Elective Courses = 21 credit hours

Approved Degree Plan = 36 credit hours (minimum)

Minor Study Requirements

This Minor in Integrative Studies will allow creative students who are not in an interdisciplinary major to broaden their academic experience while obtaining a bachelor's degree in their chosen discipline.

Formal requirements for graduation with an Integrative Studies Minor are:

1. Completion of 21 credit hours in courses approved by the Associate Dean of Liberal Arts & Integrative Studies (University College) including:
 - a) LAIS 150 Foundations of Integrative Thought (3), and LAIS 310 Investigations in Research: Methodologies & Techniques (3); and
 - b) a minimum of 6 credit hours at the 300- or 400- levels.

This minor specifically targets students who require or would benefit from closer collaboration, including research projects, with a faculty mentor or faculty-led problem solving teams, but have chosen a traditional major in another Department or College. Students are encouraged to design an individualized program that will prepare them for unique or advanced learning experiences – including international, cooperative or professional schools. The focused nature of the minor and apprenticeship-like experience with a faculty member will better prepare students for advanced study which compliments the discipline of their chosen major.



Office of the Dean
The University of New Mexico
1 University of New Mexico
Albuquerque, New Mexico 87131

Thursday, 18 October, 2012

To Faculty Senate Curriculum Committee:

This memo is an explanation of the bifurcation of the existing Bachelor of University Studies (B.U.S.) degree that is later presented in this proposal. The form C *curriculum workflow* process, as it currently exists, is designed to introduce new programs or modify existing programs within their original structure and does not easily allow for what is being proposed here with the current B.U.S. degree.

In this proposal we are seeking to split the existing B.U.S. degree into two separate degrees that will more accurately reflect the need of students.

- The multidisciplinary “theme-based” track of students, which comprise the current majority, will experience only one curricular change – a reduced program residency – and will be renamed the Bachelor of Liberal Arts (B.L.A.) degree. **Form #1079**
- The interdisciplinary “area of focus” track for students, which now represent less than a third of students, will experience three curricular modifications – their plan of study will require the approval of a faculty mentor, they will complete a senior capstone project, and a core of integrative studies courses requirement – and it will be named the Bachelor of Integrative Studies (B.I.S.) degree. **Form #1080**
- We are also creating a minor in Integrative Studies to provide opportunities for students in traditional majors. **Form #1081**

This split of the current B.U.S. degree is not strictly the creation of a new degree, nor is it the typical requirement modification of an existing degree – it is the modification of one degree by dividing it into two distinct parts, or two degrees and a minor. It’s basic administration and function would remain the same in the University College structure.

When reading through the supporting documentation you will see the same proposal attached for both form C’s – seemingly extraneous information about the B.I.S. degree in the B.L.A. proposal, and vice versa. This is necessary to explain the balancing halves of a current whole B.U.S. degree. With two very distinct student populations in the current B.U.S. degree, a distinct split into two degrees serves their future academic and career-oriented needs much better. Creation of a minor allows students to pursue an interdisciplinary path as a complement to a traditional disciplinary major. The College of Arts & Sciences has already agreed to accept the new minor in fulfillment of their graduation requirements.

If you require any additional information or wish to discuss this matter further, please do not hesitate to contact me directly, tjskipp@unm.edu, (505) 277-7996.

A handwritten signature in black ink, appearing to read "Tracy J. Skipp".

Sincerely,
Tracy J. Skipp, Ed.D.
Associate Dean, University Studies



Office of the Dean
The University of New Mexico
1 University of New Mexico
Albuquerque, New Mexico 87131

Monday, 22 October, 2012

Faculty Senate Curriculum Committee:

*The following **Form #C1081** addresses the revision of the Bachelor of University Studies degree by creating a minor in Integrative Studies. This new program will provide opportunities for students in traditional majors to learn interdisciplinary research methods and fields of study.*

Minor in Integrative Studies

Title & Requirements:

This Minor in Integrative Studies will allow creative students who are not in an interdisciplinary major to broaden their academic experience while obtaining a bachelor's degree in their chosen discipline.

Formal requirements for graduation with an Integrative Studies Minor are:

1. Completion of 21 credit hours in courses approved by the Associate Dean of Liberal Arts & Integrative Studies (University College) including:
 - a) XDIS 150 Introduction to Interdisciplinary Studies (3), and XDIS 310 Interdisciplinary Investigation (3); and
 - b) a minimum of 6 credit hours at the 300 or 400 levels.

Rationale:

This minor specifically targets students who require or would benefit from closer collaboration, including research projects, with a faculty mentor or faculty-led problem solving teams, but have chosen a traditional major in another Department or College. Students are encouraged to design an individualized program that will prepare them for unique or advanced learning experiences – including international, cooperative or professional schools. The focused nature of the minor and apprenticeship-like experience with a faculty member will better prepare students for advanced study which compliments the discipline of their chosen major.

If you require any additional information or wish to discuss this matter further, please do not hesitate to contact me directly, tjskipp@unm.edu, (505) 277-7996.

Sincerely,

A handwritten signature in black ink, appearing to read "Tracy J. Skipp".

Tracy J. Skipp, Ed.D
Associate Dean, University Studies