

To: Faculty Senate Executive Committee
From: Sue Monahan (LAS Dean), Mark Girod (COE Dean), Stephen Scheck (Provost) and Amy Clark (Registrar)
Date: March 31, 2016
Re: Recognizing concentrations on student transcripts

Change:

- Where appropriate, print a graduate's "concentration" on the transcript.
- Concentrations will be indicated for all major/sub-specialties on the attached list.

Definition:

- A "concentration" is an optional or required set of courses within a major that constitutes a sub-specialty within the discipline. In practice, sub-specialties have a minimum of 12 credits.

Background:

- At present, WOU prints the major on an undergraduate student's **diploma**.
- We print the major, minor and any certificates on the undergraduate student's **transcript**. We do not print concentrations.
- Students have expressed concern that their concentration is not listed on the transcript, as that is information they would like to have officially acknowledged. We agree that it is to our students' benefit to include this information on transcripts.

Terminology:

- Presently at WOU we use a variety of other terms to refer to a concentration: emphasis, focus, track, option. These subspecialties have undergone curricular approval and are in our catalog.
- To reduce confusion, we will use a single term: **Concentration**. This term is preferred because Banner and Degree Works already use it for this purpose.
- The catalog will state (in a note to the table of undergraduate majors) that *concentrations* will appear on the transcript.
- Some programs have "sub-specialties within the discipline" that they do not want noted on the transcript (e.g., Humanities, Interdisciplinary Studies). This will be called a "focus". Focuses will not appear on transcripts.
- We have reviewed the current catalog and identified where the terminology needs to be changed. Those changes have been submitted.
- Individual programs will need to update their webpages and advising/promotional materials to reflect the new university-wide terminology.

Process:

- Division chairs in LAS discussed this issue, and developed the proposal for this system. LAS faculty provided feedback via division meetings. College of Education division chairs discussed and endorsed the proposed system.
- Division chairs worked with each academic program to determine if any sub-specialties already in the catalog or programmed in degree works were to be designated "concentrations", and thus appear on transcripts. A summary of requested concentrations is also attached, all in LAS. At this time, COE is not requesting any formal concentrations for undergraduate degrees.
- In the near future, a similar proposal for graduate programs will come forward.

Division	Major, Concentration Area Requested for inclusion on transcript (all are currently detailed in the catalogue or in a curriculum revision approved in 2015-16)	2015-16 Catalog page
Creative Arts	Contemporary Music, Concentration Composition	2015-16 Music curriculum proposal
Creative Arts	Contemporary Music, Concentration Instrumental Performance	2015-16 Music curriculum proposal
Creative Arts	Contemporary Music, Concentration Jazz & Popular Music	2015-16 Music curriculum proposal
Creative Arts	Contemporary Music, Concentration Pre-Teaching	2015-16 Music curriculum proposal
Creative Arts	Contemporary Music, Concentration Vocal Performance	2015-16 Music curriculum proposal
Humanities	English, Concentration Linguistics	Pg. 61
Humanities	English, Concentration Literature	Pg. 61
Humanities	English, Concentration Writing	Pg. 61
Humanities	Spanish, Concentration Literature	pg. 81
Humanities	Spanish, Concentration Linguistics	pg. 81
Humanities	Spanish, Concentration Professional	pg. 81
Natural Science/Math	Chemistry, Concentration Forensic Chemistry	pg. 50
Natural Science/Math	Chemistry, Concentration Medicinal Chemistry and Pharmacology	pg. 51
Natural Science/Math	Chemistry, Concentration Environmental Chemistry	pg. 51
Natural Science/Math	Natural Science, Concentration Chemistry/Physics	pg. 52
Natural Science/Math	Earth Science, Concentration Pre-Graduate Studies	pg. 56
Natural Science/Math	Mathematics, Concentration Applied Mathematics	pg. 71
Social Science	Criminal Justice, Concentration Crime Analysis	pg. 55
Social Science	International Studies, Concentration African Studies	pg. 69
Social Science	International Studies, Concentration Asian Studies	pg. 69
Social Science	International Studies, Concentration Canadian Studies	pg. 69
Social Science	International Studies, Concentration European Studies	pg. 69
Social Science	International Studies, Concentration Latin American Studies	pg. 69
Social Science	Public Policy and Administration, Concentration Corrections/Law Enforcement	pg. 79
Social Science	Public Policy and Administration, Concentration Management	pg. 79
Social Science	Public Policy and Administration, Concentration Human Resources	pg. 79
Social Science	Public Policy and Administration, Concentration State and Federal Government	pg. 79
Social Science	Public Policy and Administration, Concentration City and County Government	pg. 79
Social Science	Public Policy and Administration, Concentration Health Policy and Administration	pg. 79
Social Science	Social Science, Concentration Anthropology	Pg. 80
Social Science	Social Science, Concentration Criminal Justice	Pg. 80
Social Science	Social Science, Concentration Geography	Pg. 80
Social Science	Social Science, Concentration History	Pg. 80
Social Science	Social Science, Concentration Political Science	Pg. 80
Social Science	Social Science, Concentration Sociology	Pg. 80