



## End of Season IAI and Panel Updates: Fall 2023 Season

### Overall Reminders for Institutions & Course Submitters:

- Please check the panel documents section to view recent criteria documents and sample syllabi that many panels are providing.
- Undetailed weekly topical outlines remain issues in submission for the panels. It is the number one reason courses are sent back for more information. Please ensure that weekly topical outlines go beyond chapter numbers and titles to include topics discussed in class, readings, labs when appropriate, and assignments. If the course has a lab, all science panels require a detailed lab outline that includes lab descriptions, delivery methods (e.g. hands-on, computer simulation, field trip), instrumentation, and time spent on each lab.
- Be sure to review the current IAI course descriptions before submitting to ensure course content matches any changes and updates made by the panel.
- The same syllabus must be revised and resubmitted for further consideration; do not resubmit with a different instructor syllabus as the panel cannot evaluate the course for the additional issues indicated in the last decision without checking for all items.

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### GECC Panels:

#### GECC Communications

The panel is working together to define formal, revised writing.

#### GECC Humanities & Fine Arts

- The panel updated the Writing section of the criteria document in relation to some clarifications made to writing requirements as suggested in the spring special meeting. The new document is deployed on the site:

<https://itransfer.org/submitters/panelrelateddocuments/gecchfa.php>.

#### **Writing Requirements**

>Writing must be present in assessed components of the course for IAI approval. Written components must be described in the syllabus and be clearly reflected in the grading scale. The nature and extent, breadth and scope of the writing required within the course should be meaningful and intentionally integrated with the subject matter. Writing components may include, but are not limited to: reaction papers, journals, essay questions on exams or class assignments, extended blogs/ discussion posts, and research papers. Extended blogs/ discussion posts are defined as those that are significant and part of the assessed writing required in the course. **Formal writing is defined as writing that articulates an idea in a critical manner.**

- With regards to the foreign language courses, the required cultural component of “beyond the everyday” continues to be a problem with submitted courses as it is often not included, or details of the humanities and fine arts focus of the cultural content is not included in detail enough for the panel to make determinations. To make it clearer for institutions and faculty, the panel tweaked the H1900 description which will be effective in the Spring 2024.

#### ***New Descriptor Effective Spring 2024:***

**H1900: Foreign Language IV (3-4 semester credits)**

A fourth-semester course (or above) in a foreign language that is designed to increase proficiency in speaking, listening, reading and writing in the language as well as providing knowledge of the culture or cultures of peoples who speak the language. **Culture explored within this course should provide a clear and in-depth focus on the humanities and fine arts integrated throughout the course:** at least three or more varied humanities and fine arts components including but not limited to history, literature, visual arts (including architecture and cinema), performing arts (including music and dance), and/or philosophy. The nature of writing assignments must be appropriate to both the level and the target language. **Writing may also be in English if appropriate to explore humanities and fine arts topics included in the course.**

**Original Description:**

**H1900: Foreign Language IV (3-4 semester credits)**

A fourth-semester course (or above) in a foreign language that is designed to increase proficiency in speaking, listening, reading and writing in the language as well as providing knowledge of the culture or cultures of peoples who speak the language. Culture should go beyond the everyday and provide a more in-depth focus on the humanities: at least three or more varied cultural components including literature (any genre), visual arts (including architecture and cinema), performing arts (including music and dance), and/or philosophy. The nature of writing assignments must be appropriate to both the level and the target language.

GECC Life Sciences

- The panel discussed confusion regarding science process skills content requirement listed in the IAI descriptors. After some discussion, they added “integrated” to each description and the panel criteria document. There are basic science process skills and integrated science process skills; the panel is seeking the higher integrated science process skills in the courses. <https://narst.org/research-matters/science-process-skills>.
- The panel is working on a checklist which will replace the criteria document and likely be similar to the document the Biology Major panel uses.

GECC Mathematics

The panel made a clarification on the criteria document that a recent syllabus is defined as one updated within the last 3 years. It is posted:

<https://ittransfer.org/submitters/panelrelateddocuments/geccmathematics.php>.

GECC Physical Sciences

- The panel added a clarification to the criteria document that the representative syllabus is meant to be an instructor syllabus. Posted on the site: <https://ittransfer.org/submitters/panelrelateddocuments/geccphysicalsciences.php>
- The panel requested that submitters be reminded that the sample syllabus [posted on the site](#) gives a clear example of the lab outline and descriptions needed by the panel.

GECC Social & Behavioral Sciences

The panel is reviewing the Economics course descriptions to determine how the panel can help institutions meet the panel’s writing requirements.

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**Major Panels:**

Agriculture

- The panel reviewed the criteria document and made a couple of changes which will be effective with the spring '24 review: <https://imanager.ittransfer.org/IAI/>
  - In the “representative course syllabus must clearly include the following elements:” section the

panel clarified the semester credit bullet to add,  
“as well as the course meeting times for lecture and labs.”

- On page 3 of 4, the panel tweaked the lab section to now read:  
~ The panel expects lab courses to be 4 credit hours to allow time for lab content.
- The panel clarified what is expected on coverage of crops for the AG 903 descriptor.

Updated:

**AG 903 Introduction to Crop or Plant Science: (3-4 Semester Credits)**

The basic principles of plant growth, including human and environmental influences and the theoretical and practical application of agronomic principles to crop production in Illinois, the Midwest, and the United States. Includes the historical and economic importance of crop plants for food, feed, and fiber; origin, classification, and geographic distribution of field crops; environmental factors and agronomic problems; crop plant breeding, growth, development, and physiology; cropping systems and practices; seedbed preparation, tillage, and crop establishment; pests and controls; and harvesting, storing, and marketing practices.

**REVISION: 11/2/2023** - Clarified topic coverage shall include crops typically produced in Illinois, the Midwest, and the US. Effective Spring 2024

Original:

**AG 903 Introduction to Crop or Plant Science: (3-4 Semester Credits)**

The basic principles of plant growth, including human and environmental influences and the theoretical and practical application of agronomic principles to crop production. Includes the historical and economic importance of crop plants for food, feed, and fiber; origin, classification, and geographic distribution of field crops; environmental factors and agronomic problems; crop plant breeding, growth, development, and physiology; cropping systems and practices; seedbed preparation, tillage, and crop establishment; pests and controls; and harvesting, storing, and marketing practices.

- The panel changed the 3 credit hours on the AG 904 and 905 descriptors to now be a range of 3 to 4 credit hours, as well as a statement regarding the expectation that all lab courses be listed as a 4 credit hour course to allow adequate time for the lab component. AG 904 was also updated by suggesting that students have chemistry prior to taking the soil science class. Each description now states:

Updated:

**AG 904 Introduction to Soil Science: (3 - 4 Semester Credits)**

An introduction to the chemical, physical, and biological properties of soils; the origin, classification, and distribution of soils and their influence on people and food production; the management and conservation of soils; and the environmental impact of soil use. **For a 4-hour credit course, a lab component is required for IAI approval. Prerequisite: The panel strongly recommends that chemistry be listed as a co-requisite on the course in order to ensure students are adequately prepared.**

**REVISION: 11/2/2023** - Clarified credit hours for lab and non-lab courses and added range of 3-4 credits. Added a strongly recommended prereq of Chemistry co-requisite. Effective Spring 2024

Original:

**AG 904 Introduction to Soil Science: (4 Semester Credits)**

An introduction to the chemical, physical, and biological properties of soils; the origin, classification, and distribution of soils and their influence on people and food production; the management and conservation of soils; and the environmental impact of soil use.

Updated:

**AG 905 Introduction to Horticulture: (3-4 Semester Credits)**

An introduction to the principles and practices in the development, production, and use of horticultural crops (fruits, vegetables, greenhouse, turf, nursery, floral and landscape). Includes the classification, structure, growth and development, and environmental influences on horticultural plants; horticultural

technology; and an introduction to the horticultural industries. **For a 4-hour credit course, a lab component is required for IAI approval.**

**REVISION: 11/2/2023** - Clarified credit hours for lab and non-lab courses and added range of 3-4 credits. Effective Spring 2024

Original:

**AG 905 Introduction to Horticulture: (3 Semester Credits)**

An introduction to the principles and practices in the development, production, and use of horticultural crops (fruits, vegetables, greenhouse, turf, nursery, floral and landscape). Includes the classification, structure, growth and development, and environmental influences on horticultural plants; horticultural technology; and an introduction to the horticultural industries.

Art

The panel made a revision to clarify the Health and Safety statement in the course descriptions. This change will be reflected in the checklists.

Biology

- The panel added a word version of sample Anatomy and Physiology outline added to the site at: <https://itransfer.org/submitters/panelrelateddocuments/bio.php>.
- The panel made a revision to BIO 920C to address concerns over dissections that must be done on human cadavers versus those that may be done on a mammalian specimen. The panel made the determination to re-write #6 from:  
6. Perform dissection of major organs on a mammal specimen including eye, brain, heart, and kidney.  
to  
6. The panel requires students to actively perform dissections of the mammalian brain. Additionally, the dissection of **at least one** more mammalian organs is required, which may include, but are not limited to, the heart, eye, or kidney. All dissections must be clearly documented within the course structure.
- The panel may add the requirement of high school biology to the courses but will continue the discussion in the spring 2024 semester. A new microbiology course descriptor may be coming but the panel is exploring content and other requirements at the 4-year publics first.

Business

The panel may be changing the [BUS 902 - Computer Applications and Business Systems Concepts](#) description and will discuss it further in the spring 2024. Changes will depend on how the 4-years are teaching and what is being required in the course.

Chemistry

There are no updates from the panel this season.

Computer Science

The CS 911 and 912 descriptions may be changing. Discussion will begin in the spring semester.

Criminal Justice

There are no updates from the panel this season.

Early Childhood Education

- The panel made a revision to the criteria document. A section was added for course specific concerns. The first course addressed in this section is ECE 913 to ensure that IFSP and IEP (Individualized Family Service Plan and Individualized Education Programs) are clearly included in some manner in the course description, outcomes, and content/outline:  
<https://itransfer.org/submitters/panelrelateddocuments/ece.php>.

The new section will read:

**Course Specific Concerns:**

**ECE 913 - The Exceptional Child (3 Semester Credits)**

It must be clear that IFSP and IEP requirements are included in some manner in the course description, outcomes, and content/outline:

“Study of applicable federal and state laws and requirements conducted, including: Individuals with Disabilities Education Act, Individualized Family Service Plan, Individualized Education Programs, and inclusive programming. Fulfills requirements of School Code 25.25.”

If these elements are not explicit in the course description, they should be clearly present in the outcomes and content/outline.

- The panel will be adding competencies to ECE 912 to match the 913 and 915 descriptors. This work take place in the spring 2024.

Engineering

The panel discussed the EGR 943 - Dynamics descriptor. Revisions were made to clarify 3D rigid bodies content in topical outline and clarify content.

**Revised**

**EGR 943 Dynamics: (2-3 Semester Credits)**

Topics include kinematics, Newton's laws, energy, work, impulse, and momentum methods for particles **and** rigid bodies. Students must have exposure to 3D rigid body dynamics (evidenced in the topical outline). Prerequisite: Statics.

Demonstrate skills in problem solving by identifying, formulating, and solving engineering problems in the dynamics topic areas previously mentioned.

Learning Outcomes (modified from Ohio Transfer Assurance Guide)

1. Determine and evaluate 2D and 3D kinematics of particles.
2. Determine and evaluate kinematics of rigid bodies.
3. Apply Newton's laws of motion to solve dynamics problems.
4. Evaluate applications involving work and kinetic energy.
5. Determine kinetics of rigid bodies.
6. A minimum of 1/3 of the course time should be dedicated to rigid body related content.

**Revision:** Topics clarified and reworked to meet discipline standards. 10/26/2023- effective Spring 2024.

Minor Revision Removal of outcome #8 - 04/19-2018 - Effective Fall 2018

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**Original:**

**EGR 943 Dynamics: (2-3 Semester Credits)**

Topics include particle kinematics (rectilinear and curvilinear); Newton's laws; energy, work, and momentum methods; planar dynamics and rigid bodies; rigid body kinematics; and impulse and momentum.

Prerequisite: Statics.

Demonstrate skills in problem solving by identifying, formulating, and solving engineering problems in the dynamics topic areas previously mentioned.

Learning Outcomes (borrowed from Ohio Transfer Assurance Guide)

1. Determine and evaluate kinematics of particles.
2. Determine and evaluate kinematics of rigid bodies.
3. Apply Newton's laws of motion to solve dynamics problems.
4. Evaluate applications involving work and kinetic energy.
5. Determine kinetics of rigid bodies.
6. Evaluate applications of three-dimensional dynamics of rigid bodies.
7. A minimum of 1/3 of the course time should be dedicated to rigid body related content.

Minor Revision Removal of outcome #8 - 04/19-2018 - Effective Fall 2018

## Mathematics

The panel moved Laplace transforms from being an optional topic from the list of 6 to being a required topic from **MTH 912 - Differential Equations** (3-4 semester credits). As a result, the panel also reduced the number of optional topics from two to one. The updated identifier will be effective in the spring of 2024 for new and first time ongoing review courses. The panel may revisit this change again at a future date.

### **Updated Description:**

#### **MTH 912 Differential Equations: (3-4 Semester Credits)**

The MTH 912 course must clearly cover:

- First-order equations - including **all** the following topics: existence and uniqueness of solutions, initial value problems, basic numerical methods, separable equations, linear equations, exact equations, substitution methods and applications
- Higher-order equations - including **all** the following topics: the general solution to homogeneous linear equations, linear independence, method of undetermined coefficients, the general solution to linear non-homogeneous equations, variation of parameters, and applications.
- Solutions of initial value problems by Laplace transforms, to include definition of Laplace transforms, inverse Laplace transforms and their properties, convolution, unit step function, and applications of Laplace transforms.

In addition to the above, the course must cover at least **one** of the following in detail:

1. Power series solutions,
2. Partial differential equations and Fourier series,
3. Systems of linear differential equations, including the use of eigenvalues and eigenvectors.
4. Further numerical methods,
5. Non-cursory treatment of other advanced topics.

#### **Prerequisite: MTH 902, Calculus II with a C or better.**

REVISION: 11/9/2023 – Laplace transfer content moved from optional to required with elements identified. Effective Spring 2024 for new and first time ongoing review courses.

*Minor Tweaks (rearranging topics for emphasis) – Spring 2020, effective Fall 2020. Previous Revision: Minor Tweaks (rearranging topics for emphasis) – Fall 2019, 11/22/2019, effective Spring 2020. Previous significant revision March 2016*

### **Original:**

#### **MTH 912 Differential Equations: (3-4 Semester Credits)**

The MTH 912 course must clearly cover:

- First-order equations - including **all** the following topics: existence and uniqueness of solutions, initial value problems, basic numerical methods, separable equations, linear equations, exact equations, substitution methods and applications
- Higher-order equations - including **all** the following topics: the general solution to homogeneous linear equations, linear independence, method of undetermined coefficients, the general solution to linear non-homogeneous equations, variation of parameters, and applications.

In addition to the above, the course must cover at least two of the following in detail:

1. Solutions of initial value problems by Laplace transforms,
2. Power series solutions,
3. Partial differential equations and Fourier series,
4. Systems of linear differential equations,
5. Further numerical methods,
6. Non-cursory treatment of other advanced topics.

#### **Prerequisite: MTH 902, Calculus II with a C or better.**

*Minor Tweaks (rearranging topics for emphasis) – Spring 2020, effective Fall 2020. Previous Revision: Minor Tweaks (rearranging topics for emphasis) – Fall 2019, 11/22/2019, effective Spring 2020. Previous significant revision March 2016*

### Media & Communications Arts

The panel made a change to the [MC 916 - Introduction to Video Production](#) (3 Semester Credits) to add a required time to short form video projects.

**Current:** produce long form and short form video projects with a Mass Communication focus;

**Revised:** produce short form (3 minutes or less) and long form (3 minutes or more) video projects with a Mass Communication focus;

Changes to the descriptor will be made on the iTransfer site and be effective Spring '24.

### Physics

The panel discussed texts and changed their criteria to address courses with no texts or online texts. They need a certain level of detail in the outlines of such courses to be able to determine that the content of that material is appropriate for the course. The panel decided to add a statement to the criteria text area that reads "When online or other forms of resources are used, if the panel does not see enough detail in the syllabus to determine the appropriateness of these materials, the panel will request more information from the institution." This was added to the two text sections on the criteria document. It is effective in the spring of '24 and will allow the panel to ask for more information when needed if they can't determine if the readings are appropriate. The criteria document is at:

<https://ittransfer.org/submitters/panelrelateddocuments/phy.php>.

### Political Science

There are no updates from the panel this season.

### Psychology

The panel continued their previous discussions regarding the prerequisite on descriptor [PSY 908 - Social Psychology](#) (3 semester credits). After much deliberation, the panel decided to change the prerequisite from the course from General Psych being required to recommended. This change will be made in the system and become effective for the Spring 2024 review.

**Current:**

#### **PSY 908 - Social Psychology (3 credits)**

Integration of theory and empirical research as they relate to:

- ~ research methods;
  - ~ attitude formation and change;
  - ~ social cognition;
  - ~ interpersonal relations;
  - ~ group processes;
- and
- ~ social influence.

Please note that required coverage of research methods should include topics specific to methods (e.g., design, correlation, experiment, case study, variables, etc.

Prerequisite: General/Introductory Psychology (S6 900)

**New:**

#### **PSY 908 - Social Psychology (3 credits)**

Integration of theory and empirical research as they relate to:

- ~ research methods;
  - ~ attitude formation and change;
  - ~ social cognition;
  - ~ interpersonal relations;
  - ~ group processes;
- and

~ social influence.

Please note that required coverage of research methods should include topics specific to methods (e.g., design, correlation, experiment, case study, variables, etc.

Prerequisite: General/Introductory Psychology (S6 900) is recommended but not required.

**REVISED** 10/12/2023 - Prereq changed to recommended, effective Spring 2024.

#### Theater Arts

There are no updates from the panel this season.