February 20, 2006

MEMORANDUM

TO: Jon Sticklen, Chairperson
    Executive Committee on Academic Council

FROM: Kim A. Wilcox, Provost

SUBJECT: Additional Major – Proposed Policy Change

Attached you will find a memorandum from the Ralph Putnam, chairperson of the University Committee on Academic Policy, requesting a change to the current policy to allow students who already hold a bachelor’s degree to obtain an additional major.

I endorse the proposed changes to the policy and forward the request for the consideration of the Executive Committee of Academic Council.

c: Julie Harrison
   Linda Stanford
   June Youatt
   Robin Pline

Ca2.20a
February 17, 2006

MEMORANDUM

To: Dr. Kim Wilcox, Provost
From: Ralph Putnam, Chair, UCAP
RE: Additional Major – Proposed Policy Change

In a memorandum to you dated February 1, 2006, I conveyed UCAP’s recommendation to approve a proposal to change current policy to allow students who already hold a bachelor’s degree to obtain an additional major. Since that time concerns about the language of the proposed policy change have been raised. Specifically, the proposed policy contains the following sentence (with proposed new language in bold):

With the permission of the relevant department and college, a student who is enrolled in or has completed a bachelor’s degree program may elect to complete the requirements for an additional major.

When UCAP considered this policy change, we assumed that the bachelor’s degree would have been completed at MSU. The proposed language, however, leaves open the possibility of degree holders from other institutions completing additional majors at MSU. UCAP discussed this issue at our February 16, 2006, meeting and recommends the following language for the revised policy:

With the permission of the relevant department and college, a student who is enrolled in or has completed a Michigan State University bachelor’s degree program may elect to complete the requirements for an additional major.

CC: Julie Harrison
Jon Sticklin
Linda Stanford
June Youatt
Robin Pline
February 7, 2006

TO: Jon Sticklen, Chairperson
    Executive Committee of Academic Council

FROM: Kim A. Wilcox, Provost

SUBJECT: Additional Major – Proposed Policy Change

At its January 19, 2006, meeting the University Committee on Academic Policy (UCAP) recommended approval of the attached proposal to change current policy to allow students who already hold a bachelor’s degree to obtain an additional major.

I endorse this change and submit the attached proposal to the Executive Committee on Academic Council (ECAC) for advice on which University-level academic governance committees should be consulted on this change.

cc: Members, Executive Committee of Academic Council
    June Youatt
February 1, 2006

MEMORANDUM

To: Dr. Kim Wilcox, Provost

From: Ralph Putnam, Chair, UCAP

RE: Additional Major – Proposed Policy Change

At its January 19, 2006, meeting, UCAP considered the proposal to change current policy to allow students who already hold a bachelor’s degree to obtain an additional major (memorandum dated January 3, 2006 attached). UCAP recommends approving the proposed change.

Cc: June Youatt
    Robin Pline
January 3, 2006

MEMORANDUM

To: June Youatt, Assistant Provost for Undergraduate Education and Dean of Undergraduate Studies
Fr: Linda O. Stanford, Assistant Provost for Academic Services
Re: Additional Major – Request for Discussion Regarding a Proposed Policy Change

The request referenced above is being sent to you for action by the University Committee on Academic Policy (UCAP).

Please ask the UCAP to consider the request referenced above at its meeting on January 19, 2006.

Proposal:
To change the current policy to allow students who already hold a bachelor’s degree to obtain an additional major.

- The current policy states that a student can only obtain an additional major while a bachelor’s degree is being pursued.

Rationale:
Many students want to pursue an additional major without pursuing an additional degree.

- Requests are being granted by colleges to allow the additional major for post-baccalaureate students.

- Additional majors do not permit registration without an override. The associate dean gives a student permission to pursue an additional major after having received a bachelor’s degree by adding the additional major code for the student in SIS and then by changing the “permit registration” flag to a ‘Y’ to permit registration.

The current policy dates from a time when the Request for Permission to Complete an Additional Major form was required to enable the Office of the Registrar to update the Student Information System (SIS).

- Colleges can add majors in SIS. The form is no longer required.

Proposed Revised Text:
- Insert: “or has completed” (see attached text)
ADDITIONAL MAJOR
With the permission of the relevant department and college, a student who is enrolled in or has completed a bachelor's degree program may elect to complete the requirements for an additional major. An additional major may be completed within the number of credits required for the student's bachelor's degree program or with only such additional credits necessary to satisfy the requirements for the additional major. The additional major consists of the specified requirements of the major and, where required, of the college.

A student who is interested in completing an additional major should contact the department that administers the intended additional major. The department completes a REQUEST FOR PERMISSION TO COMPLETE AN ADDITIONAL MAJOR form.

The completion of the additional major will be noted on the student's final transcript. Only the primary major of the student's bachelor's degree program will be designated on the student's diploma.