April 4, 2006

MEMORANDUM

To: Jon Sticklen
   Chair, Executive Committee of Academic Council

From: Ralph Putnam
       Chair, University Committee on Academic Policy

Subject: Proposal to establish undergraduate academic minors

On March 16, 2006, UCAP considered the establishment of undergraduate minors, drawing on feedback on UCAP’s original proposal (February 23, 2006) from University Curriculum Committee and University Committee on Student Affairs. Based on that input, UCAP is submitting the following proposal for consideration by Academic Council:

Motion for Academic Council

Departments, schools, and colleges with administrative responsibility for offering academic programs may decide to offer a minor in a particular field. The academic unit may specify admission requirements for the minor. Minors require no less than one third and no more than two-thirds the number of credits required for a major.

Approval of the student’s completion of the requirements for the minor occurs at the time of degree certification.

Definition for the Catalog:

A secondary field of study at the undergraduate level.

Elaboration of the Definition:

A minor is a coherent set of courses that provides students with an understanding of the major concepts of the field of inquiry represented by the minor. A minor offers an introduction to the breadth and in-depth knowledge of a field of inquiry.