

Recommended Guidelines for New Minor Proposals

The Curriculum and Instruction Committee is recommending the following guidelines for proposed minor programs:

- 1) A separate proposal form should be developed for minor programs.
- 2) On the proposal form, minor programs should be designated as either department-based, multidisciplinary, or interdisciplinary.
 - Multidisciplinary minors are programs not attached to a discipline-specific department but organized as a collection of discipline-specific inquiries into an object or topic.
 - Interdisciplinary minors are minors that adhere to a methodology or approach transcending discipline-specific ones. They therefore must include an introductory course.
- 3) Multidisciplinary and interdisciplinary programs should include, for signature on the proposer line, representatives of all participating departments.
- 4) Multidisciplinary and interdisciplinary minor programs are to be chaired and housed by agreement of the participating departments.

The Committee furthermore proposes the following structure for proposals themselves, to be immediately posted on the Senate website:

- 1) **Catalog Description.** Please provide the description of the minor program that will appear in the University catalog.
- 2) **Rationale.** Please provide the rationale for the creation of this program.
- 3) **Student Learning Outcomes.** Please provide, using single verbs from Bloom's taxonomy, expected student learning outcomes for the proposed program.
- 4) **Assessment Structure.** Please describe the plan, tools, and timetable for assessing the program.
- 5) **Program Structure.** Please describe the curricular and administrative structures of the proposed program.
- 6) **Resources.** Fully detail the resources necessary for the creation, implementation, and maintenance of the proposed program.

Please note: proposals which have already arrived before February 10, 2014 at the Curriculum and Instruction Committee do not have to follow the guidelines.

Approved by the University Senate: February 10, 2014

Approved by SACC: May 6, 2014

Approved by the Board of Trustees: June 2, 2014