

**COLLEGE OF ARTS AND SCIENCES
FORMAT FOR PROPOSAL FOR OPTIONAL MINOR**

Department or Program: _____

Proposed Minor: _____

Projected Date of Implementation: _____

1. What are the primary objectives of the proposed minor and brief description of chief features?
2. Why is the minor needed?
3. What courses will constitute the minor? Describe each briefly, and please note any prerequisites required by courses constituting the minor.
4. Why were these courses selected?
5. How do these courses form a coherent and unique plan of study representing depth as well as breadth of learning? Address any potential issues of overlapping credentials.
6. Are there any particular staffing or teaching problems typically associated with these courses? If so, how might they be addressed?
7. Describe the student population to be served.
8. How does the minor complement the campus, College, or departmental mission?
9. What cooperative relationships, if any, will the new minor establish with other departments or program? Please describe any such contact which has already been established.
10. Describe any innovative features of the minor.

Contact Person—Print or Type Name

Date

Director of Undergraduate Studies—Signature

Chair's Name – Signature

Print or Type Name

Print or Type Name