

7 **Policy Recommendation:**
8 **Minimum Criteria for Undergraduate Minors**
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10 **Legislative History:** Rescinds S75-4
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12 **Rationale:** Since S75-4 was approved in May 1975, there have been several changes
13 related to minors at SJSU. At one time, Title 5 of the CA Code of Regulations required
14 that 6 of the 12 required minimum units be upper division. In addition, although the
15 university has the basic rule of 12 units of coursework distinct from coursework in one's
16 major, there are no additional guidelines that help in review of new minor curricula.
17 Therefore, committees that review these minors have very little guidance on how to
18 review and provide feedback to new minors.
19

20 **Resolved:** The following policy be adopted as the criteria for the minor.

21 **Resolved:** These criteria will apply to all minor programs by Fall 2018.
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- 23 1. The minor needs to have a well-defined purpose and justification as well as a
24 coherent focus or survey of the field.
- 25 2. The minimum criterion for any minor must be 12 units of coursework completely
26 distinct and separate from the course work in one's major (i.e., Requirements of the
27 Major).
- 28 3. A minimum of 6 units of coursework must be upper-division.
- 29 4. The maximum number of units for any minor is 24 units of coursework.
- 30 5. Courses in preparation for the major may be included in the minor.
- 31 6. All prerequisite courses and expected proficiencies must be included in the course
32 catalog description for the minor. Prerequisite courses will be included in the unit
33 count. If there is level of proficiency required for a minor (e.g., language or math
34 proficiency), any courses to achieve proficiency will not be included in the minor unit
35 count.
- 36 7. For any minor with required units between 12-18, at least 3 units must be taken at
37 SJSU. Minors with required units between 19-24 units, at least 6 units must be taken
38 at SJSU.

8. The minimum aggregate GPA for all coursework required for the minor must be at least 2.0.

Approved (C&R): February 22, 2016

Vote: 10-0-0

Present: Anagnos, Bacich, Backer, Buzanski, Clements, Heil, Mathur, Matoush, Schultz-Krohn, Sibley

Absent: Stacks

Curricular Impact: Some programs will need to adjust their curriculum to meet the requirements of this new policy. Departments may also need to discuss the curricular coherence of their minor(s).

Financial Impact: None anticipated.

Workload Impact: Additional workload to departments and the Office of Graduate and Undergraduate Programs for the first year of implementation.