New Minor Proposal Process

1. Proposal submitted to VPAA.

2. Provost & VPAA review pre-proposal.

3. Yes/No decision by Provost.
   If “No” – Provost returns proposal to department or faculty with rationale for rejection.

4. Department/faculty makes corrections and forwards to Registrar for log-in. Registrar forwards to Provost for final review.

5. Provost forwards degree proposal to Budgetary Affairs and Discipline-Specific Curriculum Committee (DSCC). DSCC and Campus Curriculum Committee (CC) vote on proposal.
   If “No” vote, recommendations provided to department or faculty. Department or faculty determines whether concerns are addressable and revises proposal beginning with step 1.

6. CC forwarded degree proposal to Faculty Senate for approval.
   If “No” vote by Senate, Department or faculty determines whether concerns are addressable and revises proposal beginning with step 1.

7. If “Yes” vote by Senate, the Provost forwards proposal to the Chancellor.

8. If approved by Chancellor, minor implemented on campus.

9. Assessment of minor at 1, 3 and 5 years.

10. If assessment of minor is positive, minor is assessed in future years through periodic (5-year or 6-year) program review process.