

MICHIGAN STATE  
UNIVERSITY

February 27, 2009

MEMORANDUM

**TO:** Deans, Directors and Chairpersons

**FROM:** Linda O. Stanford   
Associate Provost for Academic Services

**RE: Policy Change - Enable departments to offer a minor in a field of study where no major is offered and eliminate the requirement that the minor must carry the same field-of-study name as the major.**

At its February 24, 2009 meeting, Academic Council approved the following policy change, which is effective now:

Enable departments to offer a minor in a field of study where no major is offered and eliminate the requirement that the minor must carry the same field-of-study name as the major.



OFFICE OF THE  
PROVOST

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The University Committee on Curriculum (UCC) made and approved a recommendation to enable departments to offer a minor in a field of study where no major is offered and eliminate the requirement that the minor must carry the same field-of-study name as the major. The recommendation was reviewed by the University Committee on Academic Policy (UCAP) and approved at its November 6, 2008 meeting. The UCC submitted the proposal to Academic Council for its February 24, 2009 meeting.

**Benefits**

Departments can develop, propose, and offer minors in a wider variety of fields of study than were possible previously, both in fields of study where no major exists as well as in fields of study where the name of the major is quite broad. There are a number of fields of study at Michigan State University for which the offering of a minor is a desirable and appropriate academic offering although there are no plans to offer a major in that field of study.

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**Impact**

There are no existing programs that are negatively affected. Until this policy change, there were no minors proposed that did not carry the name of a major in the same field of study.

**Resources**

Academic Program Terminology –  
<http://www.reg.msu.edu/AcademicPrograms/Text.asp?Section=112#s507>

Academic Programs Catalog - Selecting a Minor –  
<http://www.reg.msu.edu/AcademicPrograms/Text.asp?Section=110#s261>

Policy and Procedures for Minors –  
<http://www.reg.msu.edu/Read/UCC/minorguidelines.pdf>  
Specific questions regarding minors may be directed to Doug McKenna, Associate Registrar for Certification Services, [mkenn62@msu.edu](mailto:mkenn62@msu.edu) or 3-7283.

cc: Kim Wilcox, Provost  
Karen Klomparens, Associate Provost for Graduate Education and Dean of The Graduate School  
Doug Estry, Associate Provost for Undergraduate Education and Dean of Undergraduate Studies  
Dugald McMillan, Acting University Registrar  
Linda Good, Chairperson, University Committee on Curriculum  
Doug McKenna, Associate Registrar for Certification Services  
Traci Gulick, Associate Registrar for Academic Records  
Joy Speas, University Curriculum Administrator