

**MEMORANDUM**

**TO:** Amy Nielsen, Executive Secretary  
Faculty Senate

**FROM:** Becky Bitter, Registrar's Office

**FOR:** Academic Affairs Committee

**DATE:** 27 September 2019

**SUBJECT:** Proposal to Revise Rule 54, Undergraduate Minors and Additional Majors

At its meeting on September 24, 2019, AAC approved a proposal to revise Rule 54 on Undergraduate Minors and Additional Majors. Proposed by members of the Rule 53 (Admission to the Major) working group, the revision to Rule 54 reflects the change to the WSU terminology that is used to describe students who are "admitted" to a major, minor, or other academic program and plan.

In addition, the working group recommended striking the 60-semester hour minimum as highlighted below, since there is no compelling reason to have this particular university minimum when the university no longer has a minimum number of credits for students to be admitted to a major. However, as stated in number 3, departments have the authority to set these standards through the curriculum approval process.

The revisions are presented with highlighted text followed by a clean copy of the rule.

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## 54. UNDERGRADUATE MINORS AND ADDITIONAL MAJORS

Undergraduate minors and additional majors emphasize study in an area outside a student's primary major. An undergraduate minor or additional major is a supplemental academic award that is awarded at the same time that a student's primary major is completed and the undergraduate degree is conferred.

Students should consult with the department concerning specific **certification** requirements and restrictions for these supplemental academic awards. The following general provisions apply:

a. Minors:

1. An undergraduate student who **has completed 60 semester hours and is certified in** has been admitted to a primary major may **certify in** be admitted to pursue a minor with the approval of the offering department or designee.
2. The minimum university requirement for awarding an undergraduate minor is ~~An~~

~~undergraduate minor requires a minimum of 16 semester hours, 9 of which must be in upper-division work and taken in residence at WSU or through WSU-approved education abroad or educational exchange courses.~~

3. Departments specify the requirements for the minor, including number of credits, courses, minimum GPA, and any other specific requirements as detailed in the *WSU Catalog*.

~~4. 3-~~ Unless otherwise noted by the certifying department offering the minor, courses forming a minor may also be used to satisfy the requirements of a major.

~~5. 4-~~ No student shall be required by their major to complete a minor, though the department may encourage students to complement the primary major with a minor.

~~6. 5-~~ Students may not be certified in admitted to pursue a minor, or be awarded a minor, if it carries the same name as any other current certifications area of study or completed academic awards from WSU. This includes current or completed certification in any area of study, such as degrees; majors; ~~or~~ options, concentrations, or subplans within the major; or other supplemental academic awards. However, a student who has earned a minor may be subsequently certified be admitted by a department to seek a higher academic award with the approval of the offering department (e.g., a student who has earned a minor in English may later return to seek a degree in English).

b. Additional Majors:

1. An undergraduate student who has completed 60 semester hours and is certified in has been admitted to a primary major may is certified in be admitted to pursue an additional major with the approval of the offering department.

2. An additional major requires completion of departmental requirements for the major, exclusive of general education requirements, and any other specific requirements as detailed in the *WSU Catalog*.

3. Students may not be certified in admitted to pursue an additional major, or be awarded an additional major, if it carries the same name as any other current certifications area of study or completed academic awards from WSU. This includes current or completed certification in any area of study, such as degrees; majors; options, concentrations, or subplans within the major; or other supplemental academic awards, such as minors. However, a student who has earned an additional major may be subsequently certified with departmental approval be admitted to seek a higher academic award with the approval of the offering department (e.g., a student who has earned an additional major in Spanish may later return to seek a degree in Foreign Languages, with a major in Spanish).

4. Note that for each additional baccalaureate degree, students must complete an additional 30 semester hours. See Rule 118.

## **CLEAN COPY**

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Students should consult with the department concerning specific requirements and restrictions for these supplemental academic awards. The following general provisions apply:

a. Minors:

1. An undergraduate student who has been admitted to a primary major may be admitted to pursue a minor with the approval of the offering department or designee.
2. An undergraduate minor requires a minimum of 16 semester hours, 9 of which must be in upper-division work and taken in residence at WSU or through WSU-approved education abroad or educational exchange courses.
3. Departments specify the requirements for the minor in the *WSU Catalog*, including number of credits, courses, minimum GPA, and any other specific requirements as detailed in the *WSU Catalog*.
4. Unless otherwise noted by the department offering the minor, courses forming a minor may also be used to satisfy the requirements of a major.
5. No student shall be required by their major to complete a minor, though the department may encourage students to complement the primary major with a minor.
6. Students may not be admitted to pursue a minor, or be awarded a minor, if it carries the same name as any other current area of study or completed academic awards from WSU. This includes current or completed degrees; majors; options, concentrations, or subplans within the major; or other supplemental academic awards. However, a student who has earned a minor may subsequently be admitted to seek a higher academic award with the approval of the offering department (e.g., a student who has earned a minor in English may later return to seek a degree in English).

b. Additional Majors:

1. An undergraduate student who has been admitted to a primary major may be admitted to pursue an additional major with the approval of the offering department.
2. An additional major requires completion of departmental requirements for the major, exclusive of general education requirements, and any other specific requirements as detailed in the *WSU Catalog*.
3. Students may not be admitted to pursue an additional major, or be awarded an additional major, if it carries the same name as any other current area of study or completed academic awards from WSU. This includes current or completed degrees; majors; options, concentrations, or subplans within the major; or other supplemental academic awards, such as minors. However, a student who has earned an additional major may subsequently be admitted to seek a higher academic award with the approval of the offering department (e.g., a student who has earned an additional major in Spanish may later return to seek a degree in Foreign Languages, with a major in Spanish).
4. Note that for each additional baccalaureate degree, students must complete an additional 30 semester hours. See Rule 118.

At this time, Faculty Senate review and approval is recommended, to be effective fall 2020.