## PROPOSAL: INDIVIDUALIZED MINOR

**Name of Student**:

**Catawba ID #:**

**Name and Department of Advisor**:

**Sponsoring Department**:

**Title of Individualized Minor**:

**Minor Courses (18-20 sh)**: List by course numbers, course titles, and sh credit.
(Identify those courses already completed.)

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| | | |
|---|---|---|
| Student | Date | **Curriculum Committee Action**: |
| Advisor | Date | Approve ____ _____ Date |
| Chair of Sponsoring Dept | Date | Refer ____ _____ Date |
| | | Deny ____ _____ Date |

*Endorsements from Departments contributing course(s) to the Individualized Minor:*

| | | | |
|---|---|---|---|
| Chair/Department | Date | Chair/Department | Date |
| Chair/Department | Date | Chair/Department | Date |

The following information is provided for the information and guidance of the student and advisor preparing the proposal.

**Statement of Philosophy**

The privilege of declaring an Individualized Minor is intended to provide an opportunity for the qualified student to integrate various fields of study by taking appropriate courses from more than one discipline to constitute his/her minor. The opportunity to design an Individualized Minor program is not intended to replace an established minor program offered by any department of the College, but rather is intended to allow the specially motivated student to combine the special strengths and central foci of more than one discipline represented in the College curriculum. The student declaring an Individualized Minor must meet all requirements otherwise designated by the College and stated in the College Catalog.

**Procedural Information**

1. Any faculty member, in consultation with the interested student, can generate and sponsor an individualized set of minor requirements.

2. Each proposal must be accompanied by:
   a. an essay written by the student, in consultation with the advisor, giving an acceptable rationale for undertaking the individualized course of study, to include why the proposed program of study should substitute for an existing minor at the College, how the proposed program of study allows the student to achieve her/his educational and career goals.
   b. A statement from the chair of the Department sponsoring the proposal (1) describing how the proposed program of study allows the student to achieve his/her educational and career goals better than an existing department minor which can be supplemented by the careful selection of elective courses and (2) confirming the proposed program is endorsed by Department faculty.
   c. the endorsement by the Chairperson of each department contributing course(s) composing the minor requirements.

3. The total semester hour (sh) requirements for the Individualized Minor cannot exceed 20, nor be fewer than 18. No more than 50% of the sh requirements for the minor may be taken prior to approval.

4. The Curriculum Committee will be responsible for reviewing and approving the proposal. The student and/or advisor may be invited to the meeting of a Curriculum Committee review group for purposes of clarification.

5. The Curriculum Committee chair will distribute copies of the approved Individualized Minor to the Registrar, Advisor, and Student.

6. Any subsequent modification to course requirements for the Individualized Minor must be approved by the Curriculum Committee in advance of enrollment.

Curriculum Committee revision: Nov, 2008