Procedures for Creating A New Interdisciplinary Minor

1) Assemble a committee of at least three full time faculty members (tenured or tenure track) representing at least two departments. One member of this group will act as the director of the minor.

2) Design the minor. Please note the minor must have:
   a) A overview course. One course that ties together the various courses in the minor. This course may be a course that is cross listed between several majors.\(^1\)
   b) A minimum of 15 credits
   c) A provision that students take courses in more than one department.
   d) Please also note that students can not use a course to fulfill both a major and a minor unless the course is a specific requirement for both.

3) Complete the “Proposed New Interdisciplinary Minors” form.

4) Attach a catalog description for the minor. The description should:
   a) Include a three to five sentence description of the minor (draft catalogue copy).
   b) Include a list of required courses.
   c) List elective courses.
   d) Refer to courses by both title and number with the number of credits for each.

5) Obtain the approval and signature of the chairs of the departments involved in the interdisciplinary minor

6) Bring the signed form to college dean’s assistant for routing and approvals by the Curriculum Committee and the Dean.

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\(^1\) A general studies course under Y.C.’s new curriculum can fulfill the requirement for an overview course, but general studies course credits will not count toward the 15 credit requirement for the minor, just as general studies courses do not “double count” toward majors.

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