

TO: Simon Bott, Chair
Undergraduate Council

FROM: Jerry Waite
Academic Policies and Procedures Committee

SUBJECT: UC 11738: Update to CLASS major and minor policies

DATE: April 4, 2012

APPROVED APR 18 2012
[Signature]

The Academic Policies and Procedures Committee met on Wednesday, March 28, 2012 to consider UC 11738 12S, a proposal to change the requirements for students wishing to change their major or minor in any of the College's degree programs. Participating in the discussion were committee members Leonard Bachman, Preston Broom, Bill Dupre, Tamara Fish, Kevin Simon, Steven Soutullo, and Jerry Waite; David Phillips represented the College of Liberal Arts and Social Sciences.

The proposed new policy would require all students wishing to change their major or minor to any of the college's degree programs to have established at least a 2.00 minimum cumulative UH grade point average. Currently new students with no UH GPA are not required to meet the 2.0 minimum cumulative UH grade point average policy.

Current Catalog Wording:

Declaration of Major

Many entering students have a well-defined career objective and major course of study. These students should declare their majors upon entering the college and should seek academic counsel from their major departments.

Freshman students who are uncertain of their majors are encouraged to enroll first through Undergraduate Scholars and seek academic advising from the advisors for the major(s) they are considering. Before enrolling as sophomores (30 hours), students must petition for a change in major to one of the degree programs in the college.

Declaration of Minor

Students proposing a minor must file a declaration of minor form and minor degree plan in the department of their minor and obtain approval from that department's undergraduate advisor. Students who wish to change their minor to any of the college's minor programs must have at least a 2.00 minimum cumulative grade point average on courses taken at this university, except students in their first semester of enrollment, who are exempt from the grade point average requirement.

Change of Major

Students who wish to change their majors to any of the college's degree programs must have at least a 2.00 minimum cumulative grade point average on courses taken at this university, except students in their first semester of enrollment, who are exempt from the grade point average requirement. Some major programs, such as music, theatre, and health and human performance have additional requirements.

Students with less than a 2.00 grade point average are encouraged to obtain academic advising from the department to which they wish to change; however, they are not eligible to officially change their major until the required grade point average is attained.

To apply for a change of major, consult the departmental advisor of the desired major and submit an undergraduate general petition requesting the change.

The department and the Academic Affairs Center will review the petition and send notification of approval or disapproval to the department.

Proposed Catalog Wording (changes in boldface)

Declaration of Major

Many entering students have a well-defined career objective and major course of study. These students should declare their majors upon entering the college and should seek academic counsel from their major departments.

Freshman students who are uncertain of their majors are encouraged to enroll first through Undergraduate Scholars and seek academic advising from the advisors for the major(s) they are considering. Before enrolling as sophomores (30 hours), students must petition for a change in major to one of the degree programs in the college.

Declaration of Minor

Students who wish to declare a minor to any of the college's degree programs must have established at least a 2.00 minimum cumulative UH grade point average and meet the requirements of the individual department. Some minor programs may have additional requirements.

Change of Major

Students who wish to change their majors to any of the college's degree programs must have established at least a 2.00 minimum cumulative UH grade point average and meet the requirements of the individual department. Some major programs, including but not limited to music, theatre, and health and human performance, have additional requirements.

Students with less than a 2.00 grade point average are encouraged to obtain academic advising from the department to which they wish to change; however, they are not eligible to officially change their major until the required grade point average is attained.

To apply for a change of major, consult the departmental advisor of the desired major and submit an undergraduate general petition requesting the change.

The department and the Academic Affairs Center will review the petition and send notification of approval or disapproval to the department.

Recommendation

The Committee voted:

- Seven "aye."
- Zero "nay."
- Two members were absent