TO: The Academic Senate  
FROM: The Committee on Instruction and Curriculum  
SUBJECT: 15-16 CIC 6 revised: Revision of requirements for a Minor under semesters  
PURPOSE: For approval of the Academic Senate  
ACTION REQUESTED: That the Academic Senate approve the requirements for a Minor under the semester system  

BACKGROUND INFORMATION:  
This policy will revise the requirements for a minor under the quarter system to the requirements in a semester system. This proposal was discussed and unanimously approved by the Committee at its meeting on November 2, 2015.

It was discovered that the proposal that was sent to the Senate on November 2, 2015 did not contain a change approved by the Committee. The missed change was to increase the maximum number of units for a minor to be 30. The maximum number of units for a quarter-based minor is 48. Translated to semester units, this would be 32. This proposed 30-unit cap would be more in line with existing standards on campus than the previously-approved 24-unit cap.

PROPOSED MINOR REQUIREMENTS:  

Minor: Defined  
A minor is a coherent program in some field or group of related fields other than your major. Minors range in size from 15-30 semester units, at least 9 of which must be upper division. No student is required to have a minor, so it will not appear on your record or diploma unless you request it. The minimum grade point average for a minor is 2.00, so you must take at least one course on the A-F grading pattern. At least 9 units must be taken at Cal State East Bay if you want the minor recognized on your diploma and/or permanent record.

Courses in a minor may be double-counted in G.E. However, at least 9 semester units of a minor must not be double-counted in the discipline of the major for Cal State East Bay to recognize the minor. You cannot get a minor in the same department as your major unless the disciplines are distinct as explicitly stated in the catalog description of the minor program (e.g., French and Spanish, Art History and Studio Art). A minor is recognized only when a baccalaureate degree is awarded.

To declare a minor, students must fill out a "Change of Major, Minor, Option" form available online at the Student Records Forms website.