



TO: SUNY Cortland Faculty

FROM: Dr. Chris Widdall
Chair, Educational Policy Committee

DATE: November 10, 2020

RE: Minor and Concentration

The Educational Policy Committee (EPC) is proposing a change in how minors can be achieved in connection to concentration and other major course work.

This proposal stems from past policies that have deterred students from achieving a minor due to course work being applied to the minor and/or a concentration or other majors. There has also been inconsistency in application of the policy.

EPC proposes the following changes for review:

The EPC is proposing that students can achieve a minor in a selected concentration area if they have met the outcomes for the minor with course work. The EPC committee asks that the highlighted item in red in the right column be considered by departments as needed or not needed statement along with the other changes.

From the Handbook and Catalog Present	From the Handbook and Catalog Edits
<p>Minors</p> <p>A minor is an approved program of study, not leading to a degree, in an area outside the major. A minor comprises a minimum of 15 credit hours; half of these credit hours must be taken at SUNY Cortland. Students cannot minor in the same area as the major or concentration. Likewise, students cannot earn a concentration in the same area as the minor.</p> <p>Concentrations</p> <p>A concentration is an approved program of study that provides a particular set of options within a given major or minor.</p>	<p>Minors</p> <p>A minor is an approved program of study, not leading to a degree, in an area outside the major. A minor comprises a minimum of 15 credit hours; at least half of these credit hours must be taken at SUNY Cortland. Students cannot minor in the same area as the major. or concentration. Likewise, students cannot earn a concentration in the same area as the minor. There may be department limitations on addition of a minor based on major or concentration course work. Please check the catalog for specific restrictions.</p> <p>Concentrations</p> <p>A concentration is an approved program of study</p>

Concentrations may be embedded as part of the requirements of a major or added as a separate option to a major. A concentration must have a minimum of 12 hours that are independent and distinct from the major requirements, that is, the credit hours used in the concentration cannot be used to fulfill the requirements in the major core, and likewise those courses used in the major core cannot be used to fulfill the requirements in the concentration. Half of the credit hours in the concentration must be taken at SUNY Cortland.

Therefore, an academic major of 30 credit hours of discipline-specific courses with an "embedded" concentration would include a concentration with 12 credit hours plus at least 18 credit hours in the major. An academic major that provides the option of a concentration that can be "added" separately to a major would include a concentration with 12 distinct hours in addition to the 30 credit-hour major for a total of 42 credit hours.

Students cannot earn a minor in the same area as the major or concentration. Likewise, students cannot earn a concentration in the same area as the minor.

Approved programs of study are those approved by the College's provost and vice president for academic affairs, the College's president, and the New York State Education Department and adopted by SUNY Cortland according to the procedures for curriculum change in effect at the time of approval.

Majors, minors and concentrations are not listed on diplomas but are recorded on official College transcripts.

Students may graduate under any catalog in effect during the period of their enrollment, providing they have not interrupted such enrollment and all requirements listed in the catalog have been met. A change of major, adding a minor or concentration may result in a

~~that provides a particular set of options are~~ **comprised of a determined set of courses provided as an additional area of focus** within a given major or minor. A concentration may be **required or optional within a major. At least** half of the credit hours in the concentration must be taken at SUNY Cortland

~~Concentrations may embedded as part of the requirements of a major, or added as a separate option to a major. A concentration must have a minimum of 12 credit hours that are independent and distinct from the major requirements, that is, the credit hours used in the concentration cannot be used to fulfill the requirements in the major core, and likewise those courses used in the major core cannot be used to fulfill the requirements in the concentration.~~

~~Therefore, an academic major of 30 credit hours of discipline-specific courses with a "embedded" concentration would include a concentration with 12 credit hours plus at least 18 credit hours in the major. However, an academic major that provides the option of a concentration that can be added separately to a major may would include an~~ **required** concentration would include a concentration with **require 12 distinct courses separate from the core courses in the major.** credit hours plus at least 18 credit hours in the major. **However,** an academic major that provides the option of a concentration that can be added separately to a major **may** would include **an unlimited number of credit hours that count both toward the major and the** concentration. with 12 distinct hours in addition to the 30 credit-hour major for a total of 42 credit hours.

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change of catalog term and additional required course work for the new major and/or the need to meet certain grade point criteria as determined by the new department's published requirements at the time of the change of major.

Note: An official leave of absence is not considered an interruption in enrollment.

Changes in Degree Requirements

While the curriculum at Cortland undergoes frequent review and new courses are established, students are assured that requirements for graduation at the time of initial enrollment will remain unchanged for those who complete their undergraduate programs within the same major without interruption.

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