# University of North Carolina at Chapel HillProposal to Establish a New Undergraduate Minor

## Overview:

*This form should be completed in its entirety by any unit seeking to establish a new undergraduate minor at the University of North Carolina at Chapel Hill. Please be sure to provide a succinct, but detailed response to each section. Questions can be directed to the* *Curriculum Director**. For information about the requirements that apply to all undergraduate minors, please visit the* [*Office of Undergraduate Curricula website*](https://curricula.unc.edu/curriculum/program-proposals/new-programs/) *or the* [*University Catalog*](https://catalog.unc.edu/)*.*

*Attach this completed form to your* ***CIM-Program*** *request using the ‘Misc. Documents’ attachment field.*

## General Information:

To begin, complete the below table with the basic information about your proposed minor. This information will be helpful when completing the [CIM-Program form](https://nextcatalog.unc.edu/programadmin/).

|  |  |
| --- | --- |
| **Name of Proposed Minor** |  |
| **Sponsoring Academic Unit**  |  |
| **Primary Contact Name and Email**  |  |
| **CIP Code and CIP Title (May be found at** [**National Center for Education Statistics**](https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55)**)** |  |
| **Effective Academic Year (e.g., 2022-2023)** |  |
| **Proposed Term to Enroll First Students (e.g. Fall 2022)** |  |

## Program Introduction

*Describe the minor program, intended audience, and basic program information.*

## Justification and Rationale

*Include a statement about the rationale for the development of such a minor, and specifically why there is a need at UNC-Chapel Hill. Is the minor offered at other universities or community colleges? Describe graduate school and/or career opportunities for students who complete the minor.*

## Campus Context and Integration

*Please include the following information in this section: any overlap with existing programs, any integration opportunities with existing programs/units.*

## Program Advising, Coordination, and Management

*Please include the following information in this section: sponsoring unit and division of labor, short and long-term management, impact on existing faculty and staff, impact on current resources and facilities (if any), anticipated needs, anticipated student enrollment (e.g., five-year enrollment projections), advising plan for enrolled students.*

## The Curriculum

*Please include the following information in this section: student learning outcomes and objectives, program core requirements, program prerequisites and additional requirements (if any), admission requirements (if any), department or university policies that impact the minor requirements (if any).*

### Student Learning Outcomes (required)

### Admission Requirements (if any)

*Most undergraduate minors have no admission requirements or a special application process.*

### Program Requirements (Core)

*Alternatively, this information can be added directly to the CIM Program Form, using a course list table.*

### Prerequisite and/or Additional Requirements (if any)

*Alternatively, this information can be added directly to the CIM Program Form, using a course list table.*

### Additional Policies and/or Requirements (if any)

## Catalog Content

*Please include the following information in this section. When drafting content for the University Catalog, remember to keep your language general and aimed at students in their first or second year of college.*

### Program Overview

Please review the [*program overview statement*](https://curricula.unc.edu/wp-content/uploads/sites/332/2021/02/Introducing-Your-Program_Overview-Content-One-Pager.pdf) *instructions.*

### Contact Information

*(If different from other programs within the sponsoring unit.)*

### Special Opportunities for Students

### Areas of Interest Categories on the ‘Explore Programs’ tool

*Select up to four (4) areas of interest to be used in the* [*Catalog search tool*](https://catalog.unc.edu/programs/#filter=.filter_57)*.*

* Art, Design, and Photography
* Business, Economics, and Entrepreneurship
* Communication and Media
* Data Science and Analytics
* Education and Human Services
* Environment and Sustainability
* Exercise, Health, and Wellness
* Gender, Race, and Identity
* Government and Policy
* History and the Ancient World
* Languages and Linguistics
* Math, Computing, and Information Science
* Music, Drama, and Performance
* Religion and Philosophy
* Sciences
* Service and Community Engagement
* Society, Culture, and the World
* Writing and Literature

## Sample Syllabi and Letters of Support

*Please include the following information in this section: sample syllabi for all required core courses, sample plans for the minor and common majors (if applicable), letters of support from chairs of all units with courses included in the minor program of study, letter of support from the school or division dean.*

## Contact Information

*Please include the following information in this section: contact information for all members of the program development team, contact information for any supporting parties outside the sponsoring unit.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Email** | **Telephone** |
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