

Attachment 1
Proposed Changes to University Handbook, Section F160
Undergraduate Academic Minors
Approved by FS Academic Affairs on April 5, 2022

DATE: February 23, 2021

TOPIC: Addition of Policy Language in University Handbook

Approval(s):

March 9, 2010, Faculty Senate Agenda:

<https://www.k-state.edu/facsen/facsenate/2010/documents/fsagenda030910.pdf>

March 9, 2010, FS Agenda, attachment 3

<https://www.k-state.edu/facsen/facsenate/2010/documents/030910Attachment3ChangetoUHSectionF160undergradminors.pdf>

March 9, 2010, FS Minutes - post bacc minor approval

https://www.k-state.edu/facsen/facsenate/2010/documents/fsminutes030910_000.pdf

From CAPP website: FAQ's on implementing post bacc minors

<https://www.k-state.edu/capp/minors.html>

Change to University Handbook.

<https://www.k-state.edu/facsen/policies/fy2010/documents/ChangetoUnivHandbookSectionF160undergradminors030910.pdf>

Recommended Policy Language:

University Handbook, Section F160

<https://www.k-state.edu/provost/universityhb/fhsecf.html#F160>

Additions are underlined, and deletions are indicated by ~~strikeouts~~.

Undergraduate Academic Minors

F160 Undergraduate minors provide students an opportunity to emphasize study in an area outside their major curriculum. A minor program will require completion of at least 15 designated credit hours of required course work outside of the major. Courses forming a minor may be used to satisfy the general requirements of a major curriculum, including free electives. Students who have declared an approved minor and completed all requirements for it will receive official recognition for that emphasis after the degree is posted.

Kansas State University or non-Kansas State University graduates can complete minors after their baccalaureate or advanced degree (i.e., a Post-Baccalaureate Minor) has been awarded by seeking admission as an undergraduate non-degree student. Admitted students to a Post-Baccalaureate Minors should understand they will be reported as enrolled at K-State but are not reported to national or federal compliance reporting areas (e.g., National Student Clearinghouse) as pursuing a 'post-baccalaureate' minor or 'standalone' minor nor are they eligible for federal financial aid.

~~A proposal for an undergraduate Post-Baccalaureate minor needs to be submitted for approval. Directors of minor programs can request approval to allow non-K-State graduates with baccalaureate or advanced degrees to earn offer an undergraduate Post-Baccalaureate minor through the normal course and curriculum routing procedures. In general, such programs should demonstrate rationale and specify how applicants will be screened for adequacy of past academic preparation. Application requirements can be found in the Approval, Routing, and Notification Procedures for Course and Curriculum Changes. Minor programs must request continuation every five years to maintain their standing to accept non-Kansas State University graduates. No more than six hours of transfer courses may be used for the minor.~~

View the current policy regarding [course and curriculum changes](#). (FSM 4/13/93, FSM 3/09/10)