

OLD DOMINION UNIVERSITY  
PROPOSAL FOR A NEW MINOR , NEW INTERDISCIPLINARY MINOR  
OR SIGNIFICANT CHANGES TO AN EXISTING MINOR

A minor may be chosen by students to support the major, to offer greater job opportunities to the student on graduation, or to provide a discipline by which a student will be credited toward completion of the degree.

Please refer to the Undergraduate Catalog for the complete policy on minors.

Minimum enrollment expectations for minors are five graduates in five years or the minor will be discontinued

Proposed Action (check one)

New Minor       New Interdisciplinary Minor       Significant Changes to an Existing Minor

1. Name of proposed minor or minor to be changed:

2. Description of proposed minor or change to an existing minor:

3. Rationale for proposal:  
(address what the proposed minor will accomplish for students)

4. Majors likely to enroll in the minor (for new minors)

5. Projected enrollment and why (for new minors):

6. Proposed Effective Term

7. Resources needed including human resources, library resources, faculty resources, and funding resources:

8. Program requirements List below all courses required for the minor, the prerequisites, and the total hours required for the minor. Submit the appropriate information through the online Course Inventory Management (CIM) process in CourseLeaf (nextcatalog.odu.edu/courseadmin) for all new courses/course changes.]

9. Description (showing new copy or revised copy) for the next Undergraduate Catalog.

10. Schedule for offering courses (include whether the minor can be completed in one and whether it will be available through Distance Learning (for new minors):

11. Effect on current department course schedule (for new minors):

APPROVED

\_\_\_\_\_  
College Dean

\_\_\_\_\_  
Date

\_\_\_\_\_  
Originator of Request

\_\_\_\_\_  
External Department Chair(s) Date  
(If applicable)

\_\_\_\_\_  
Department Chair

\_\_\_\_\_  
Chair, Faculty Senate  
Committee A

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, College Committee

\_\_\_\_\_  
Provost

\_\_\_\_\_  
Date

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ADMINISTRATIVE CODING

Effective Term \_\_\_\_\_ Major Code \_\_\_\_\_

College \_\_\_\_\_ Degree Code \_\_\_\_\_

Department \_\_\_\_\_



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Tuesday, November 28, 2023 at 13:46:04 Eastern Standard Time

Subject: Re: UAS Minor  
Date: Tuesday, November 28, 2023 at 1:25:10PM Eastern Standard Time  
From: Allen, Tom  
To: Alberts, Thomas  
CC: LaCombe, Jeffrey C., Leib, Jonathan I., Hutton Shannon, Nicole S.

Hi Thomas-

I am writing to confirm Geography's agreement to participate in the proposed UAS Minor and offer GEOG 402 Geographic Information Systems as an elective course."

This has been shared and approved by Dr. Jonathan Leib (Chair of Department of Political Science and Geography) and Dr. Nicole Hutton (Geography Program Director.)

We appreciate being included." Good luck with the proposal."

Sincerely,

Tom Allen

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From: "Alberts, Thomas <[talberts@odu.edu](mailto:talberts@odu.edu)>  
Sent: "Tuesday, November 28, 2023 12:18 PM  
To: "Allen, Tom <[tallen@odu.edu](mailto:tallen@odu.edu)>  
Cc: "LaCombe, Jeffrey C. <[jlacombe@odu.edu](mailto:jlacombe@odu.edu)>  
Subject: "FW: UAS Minor

Tom,

Thank you for your positive response yesterday. Attached is the information you requested for forwarding to your chair.

Best,

Thomas