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TO: Dr. Patricia Humphrey, 2005-2006 Chair, Senate Executive Committee

FROM: Bruce Grube, President 

DATE: May 4, 2005

SUBJECT: April 25, 2005, Faculty Senate Recommendation:
**Statement to be Added to University Catalog Under the Minors Section in
University Programs and Courses**

Following review of the recommendation adopted by the Faculty Senate at the April 25, 2005, meeting, as provided in Dr. Rice Jenkins' memo of April 27, 2005, I have approved the motion presented by you, which will be added to the University Catalog under the "Minors" section in "University Programs and Courses," and states: "Minors and second minors may be declared as early as the freshmen year but should always be declared as soon as possible so that students have adequate time to plan the completion of their minors. Minors may be declared by completing a Minor/Concentration Declaration Form. A student changing their minor may also declare or change a minor by completing the "Minors" section of the Change of Major Form."

gm

c: Dr. Linda Bleicken
Dr. Teresa Thompson