New Concentration or Minor Form

New Concentration or Minor Program Form (2021 Word version)

The same form can be used to create a new concentration or minor. Effective with the fall 2017 catalog, new concentrations and minors should be approved by the program faculty. Additional school approvals should be sought as needed pursuant to the school’s bylaws. As requested by Committee on Educational Policy and approved by Academic Senate on February 17, 2016, all new concentrations and minors must be submitted to Dr. Serenity Rose King, associate provost for policy and program coordination, who will review them for compliance with THECB and SACSCOC standards. For assistance with concentrations and/or minors, please contact Dr. King by email or by telephone at 972.883.6749.

Approval Process for Concentrations

Internal Review
1. Evidence of vote/approval by program and/or school faculty
2. Submit the completed New Concentration or Minor Program Form to Dr. King by email.
3. Council for Undergraduate Education or Graduate Council approval
4. Committee on Educational Policy approval
5. Academic Council/Senate approval

Approval Process for Minors

Internal Review
1. Evidence of vote/approval by program and/or school faculty
2. Endorsement from School Dean
3. Submit the completed New Concentration or Minor Program Form to Dr. King by email.
4. Council for Undergraduate Council approval
5. Committee on Educational Policy approval
6. Academic Council/Senate approval

1. The term Concentration is often used interchangeably with other terms such as Designation, Emphasis, Option, Pathway, Specialization, or Track.
2. Pursuant to school's bylaws.