RESOLVED: That the University Senate of Humboldt State University recommends to the Provost the attached “Guidelines on Concentrations within Majors, 9/30/2014” developed by the Integrated Curriculum Committee be adopted for use by the ICC.

RATIONALE: The initial charge to the ICC included developing clear criteria and processes for making curricular decisions.

Currently the terminology used to describe subdivisions of a major is very inconsistent across campus. The terms “option,” “concentration,” “pathway,” “foci,” and “emphasis” (and a few others) are used interchangeably – and none of these terms have ever been defined. These guidelines are intended to create some consistency – which should increase clarity and comprehension for students, faculty, and staff.
Guidelines on Concentrations within Majors
11/4/14

Definitions

1) A **Concentration** is a significant subdivision of a Major that appears on student transcripts but not on the diploma.

2) An **Emphasis** is a subdivision of a Concentration or a Major that does NOT appear on student transcripts.

3) These guidelines refer only to formal divisions within the Major. Programs *may* continue to organize curriculum into smaller categories of alternative courses (for example, “select 2 courses from this category” or “take either this group of courses or that group of courses”) without formally naming these groups of courses.

4) In general, Majors should not have any named formal subdivisions further than Emphases unless those subdivision are essential to student learning and understanding of their progress through the degree program.

Implementation

1) By the Fall 2016 catalog, consistent terminology should be in place with “Concentration” used for divisions of degrees that appear on transcripts, and “Emphasis” for subdivisions/divisions that do not appear on transcripts.

2) In the early Spring of 2015, all Majors with subdivisions of any type will submit to the ICC revised catalog copy showing use of the appropriate terminology.