



September 5, 2024

To Whom It May Concern,

I am writing to request an update to the course options for the Communication minor to provide students with more flexibility in fulfilling their requirements.

Currently, the Communication minor includes courses from each of our major specializations:

- Comm 2540 from the Communication Technology track
- Comm 3440 from the Communication Analysis and Engagement track
- Comm 3620, also from the Communication Analysis and Engagement track
- Comm 3444 from the Strategic Communication track

In Summer 2021, the Strategic Communication major specialization was updated to allow students to complete either **Comm 3333 (Crisis Communication)** or **Comm 3444 (Advertising and Society)** as a core requirement. We propose extending this flexibility to students pursuing the Communication minor by allowing them to choose either Comm 3333 or Comm 3444 to meet the minor's requirements.

Both courses—Comm 3333 and Comm 3444—align with the following program goals, as outlined in the attached curriculum:

Goal 1: Students demonstrate knowledge of communication concepts, theories, and principles within a social science framework to understand the role of communication in society.

Goal 2: Students are competent in practicing communication for various purposes, audiences, contexts, and modalities.

Goal 3: Students are sufficiently trained and prepared to obtain employment in the field of communication or related areas.

We believe this change will provide minor students with a more tailored educational experience that meets their interests and career goals. We have also attached a revised advising sheet reflecting this change.

Thank you for considering our request. We look forward to your response

Sincerely,

Associate Professor  
Undergraduate Communication Program Director  
School of Communication

The Ohio State University  
College of Arts and Sciences

Communication Minor (COMM-MN)

School of Communication  
3033 Derby Hall, 154 North Oval Mall  
Columbus, OH 43210-1339  
614-292-8444; <http://www.comm.osu.edu>

The communication minor is designed to provide students with an understanding of the basic concepts of communication. There is one prerequisite course to the minor and the minor itself consists of four courses (12 credit hours). The prerequisite course and the four courses in the minor cover each of the following areas: communication theory, communication technology, interpersonal communication, mass communication, and strategic communication.

The prerequisite course and all four courses in the minor must be completed to satisfy the minor requirements. Any variation from the program described below needs the approval of the Director of Undergraduate Studies. Students may request approval of a minor variation by filing a petition through the School of Communication Advising Office.

If you complete the minor with the prerequisite course and the four courses specified below, you need only declare the minor with your college/school office. No approval from the School of Communication is required.

**Required prerequisite course**

1100 Communication in Society U 3

**Required communication courses (12 credit hours)**

2540 Introduction to Communication Technology U 3

3440 Mass Communication and Society U 3

3620 Introduction to Interpersonal Comm U 3

3333 or 3444 Crisis Communication or Advertising and Society U 3

**Communication minor program guidelines**

Credit hours required A minimum of 12. 1000 level courses shall not be counted in the minor. At least 6 credit hours must be at the 3000-level or above.

Transfer and EM credit hours allowed  
A student is permitted to count up to 6 total hours of transfer credit and/or credit by examination.

Overlap with the GE A student is permitted to overlap up to 6 credit hours between the GE and the minor.

Overlap with the major and additional minor(s)

- The minor must be in a different subject than the major.
- The minor must contain a minimum of 12 hours distinct from the major and/or additional minor(s).

Grades required

- Minimum C- for a course to be counted on the minor.
- Minimum 2.00 cumulative GPA for all minor course work.
- Course work graded Pass/Non-Pass cannot count on the minor.
- No more than 3 credit hours of course work graded Satisfactory/Unsatisfactory may count toward the minor.

X193 credits No more than 3 credit hours.

Minor approval The minor may be approved by the student's assigned academic advisor via the Degree Audit Report (DAR). If the minor is not complete on the DAR, the student must consult with a School of Communication advisor.

Filing the minor program form The minor program form must be filed at least by the time the graduation application is submitted to a college/school advisor.

Changing the minor Once the minor program is filed in the college office, any changes must be approved by the academic unit offering the minor.

College of Arts and Sciences  
Curriculum and Assessment Services  
306 Dulles Hall, 230 Annie and John Glenn Ave  
<http://artsandsciences.osu.edu>

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BV 8-1-14  
BV 8-10-15  
BV 8-12-15  
DH 6/1/18

DH 6/9/21B