

Fiscal Unit/Academic Org	Biochemistry - D0310
Administering College/Academic Group	Arts And Sciences
Co-administering College/Academic Group	
Semester Conversion Designation	Re-envisioned with significant changes to program goals and/or curricular requirements (e.g., degree/major name changes, changes in program goals, changes in core requirements, structural changes to tracks/options/courses)
Current Program/Plan Name	Biochemistry Minor
Proposed Program/Plan Name	Biochemistry Minor
Program/Plan Code Abbreviation	BIOCHEM-MN
Current Degree Title	

Credit Hour Explanation

Program credit hour requirements		A) Number of credit hours in current program (Quarter credit hours)	B) Calculated result for 2/3rds of current (Semester credit hours)	C) Number of credit hours required for proposed program (Semester credit hours)	D) Change in credit hours
Total minimum credit hours required for completion of program		20	13.3	15	1.7
Required credit hours offered by the unit	Minimum	17	11.3	13	1.7
	Maximum	20	13.3	15	1.7
Required credit hours offered outside of the unit	Minimum	0	0.0	0	0.0
	Maximum	3	2.0	2	0.0
Required prerequisite credit hours not included above	Minimum	47	31.3	31	0.3
	Maximum	47	31.3	31	0.3

Program Learning Goals

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals •

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major

Does this Program have a Pre-Major? No

Attachments

- Biochemistry minor cover letter.doc: NMS Division of Arts and Sciences cover letter

(Letter from the College to OAA. Owner: Andereck, Claude David)

- Biochemistry Minor Program Request Attachments REV_3.pdf: Attachments (letter, rationale, advising, etc)

(Program Proposal. Owner: Swenson, Richard Paul)

Comments**Workflow Information**

Status	User(s)	Date/Time	Step
Submitted	Swenson, Richard Paul	01/24/2011 03:34 PM	Submitted for Approval
Approved	Swenson, Richard Paul	01/27/2011 04:52 PM	Unit Approval
Revision Requested	Andereck, Claude David	02/02/2011 03:10 PM	College Approval
Submitted	Swenson, Richard Paul	06/01/2011 12:53 PM	Submitted for Approval
Approved	Swenson, Richard Paul	06/01/2011 01:40 PM	Unit Approval
Revision Requested	Andereck, Claude David	06/03/2011 03:54 PM	College Approval
Submitted	Swenson, Richard Paul	06/06/2011 01:45 PM	Submitted for Approval
Approved	Swenson, Richard Paul	06/06/2011 01:47 PM	Unit Approval
Approved	Andereck, Claude David	06/07/2011 02:18 PM	College Approval
Revision Requested	Vankeerbergen, Bernadette Chantal	06/15/2011 02:11 PM	ASCCAO Approval
Submitted	Swenson, Richard Paul	06/15/2011 02:52 PM	Submitted for Approval
Approved	Swenson, Richard Paul	06/15/2011 02:53 PM	Unit Approval
Approved	Andereck, Claude David	06/15/2011 03:10 PM	College Approval
Revision Requested	Vankeerbergen, Bernadette Chantal	06/23/2011 04:16 PM	ASCCAO Approval
Submitted	Swenson, Richard Paul	06/24/2011 04:27 PM	Submitted for Approval
Approved	Swenson, Richard Paul	06/24/2011 04:29 PM	Unit Approval
Approved	Andereck, Claude David	06/27/2011 03:02 PM	College Approval
Pending Approval	Nolen, Dawn Jenkins, Mary Ellen Bigler Meyers, Catherine Anne Vankeerbergen, Bernadette Chantal Hanlin, Deborah Kay	06/27/2011 03:02 PM	ASCCAO Approval

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June 7, 2011

Larry Krissek
Chair, Arts and Sciences CCI

Dear Larry:

It is a pleasure to forward to you for consideration by the CCI and the Sciences Subcommittee the proposal for the minor in Biochemistry under semesters. The program is largely a straightforward conversion, but has been modestly modified through the expansion of the current three quarter foundational sequence to a three semester sequence.

Beyond my own review of the documents, the proposal has been discussed by colleagues from other NMS units at a meeting on February 2, 2011. Feedback from these discussions has now been incorporated in the proposal.

If you have any questions, I would be happy to address them.

Sincerely,



David Andereck
Professor of Physics
Associate Dean of Natural and Mathematical Sciences, College of Arts and Sciences



Mark P. Foster, PhD

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Memo

To: Office of Academic Affairs
From: Mark P. Foster, Interim Chair, Department of Biochemistry
Date: 1/3/2011
Re: Semester Conversion Proposal – Biochemistry Minor

The Department of Biochemistry has the following programs to be converted for the quarter to semester system:

- The Undergraduate Biochemistry major (B.S. degree)
- The Undergraduate Biochemistry major (B.A. degree)
- The Undergraduate Biochemistry minor
- The Graduate Masters Degree (Thesis Option)
- The Graduate Ph.D. Degree (This program is administered by the campus-wide Ohio State Biochemistry Program)

The subject of this proposal is the Undergraduate Biochemistry Minor. Other programs will be submitted separately either by this department or the OSBP.

Prof. Richard P. Swenson served as the Department's Semester Conversion Coordinator. The process began during the fall, 2009 and proceeded through the academic year. Dr. Swenson met regularly with the Department's Curriculum Committee and individually or in groups with the course instructors over this time to obtain both a broad and course specific perspective on the conversion of our undergraduate curriculum and major.

The proposed course conversions and associated changes to the major were discussed at several faculty meetings and final unanimous faculty approval for the undergraduate curriculum conversion was given at the April 7, 2010 meeting. *

*Note: Thirteen of the 15 eligible voting faculty were present.

Program Rationale.

The Biochemistry minor was evaluated in 2007 along with major (both B.S. and B.A. degree options) and as part of an internal departmental review. The overall conclusion that was reached was that the structure of the minor was serving our students well. This conclusion was supported by the Colleges of the Arts and Sciences-instituted exit survey of graduating students in 2006 which indicated that the majority of the students responding were satisfied with the biochemistry coursework and quality of instruction. The structure of the minor is built on a solid foundation of prerequisite courses in biology, chemistry, and mathematics followed by a series of core biochemistry courses.

With one exception discussed below, the basic core of the curriculum was left unaltered during the conversion to the semester format. Most of the prerequisites as well as the non-departmental and departmental core courses will be converted directly following the 2/3 conversion process. Many of the prerequisites are currently three-quarter series and these will straightforwardly transition into a two-semester series format. It is presumed that content will remain largely as is within this format.

However, the three-quarter core biochemistry series (Biochemistry 613, 614, and 615) will be expanded to a three-semester series and the required biochemistry laboratory course (521) will be slightly expanded (from the current 10-week quarter to the full semester) to include additional topics as described and justified below. No other changes in the course requirements for the minor are planned.

Rationale for expansion of the core biochemistry series. The three-quarter core biochemistry series (Biochemistry 613, 614, and 615) will be expanded to a three-semester series rather than to directly convert this three-quarter series to a two-semester plan. Our rationale is as follows. The field is rapidly expanding with new concepts added regularly through the massive efforts in research world-wide. This is especially true in the areas of gene expression and regulation, RNA biochemistry, structure, and processing. To better prepare our students, especially those who plan to enter professional or graduate school, this new material must be included. This expansion brings the department's core biochemistry curriculum more in line with our peer institutions that typically offer such three-semester series. Furthermore, the direct conversion of this three-quarter series to two semesters would have required the redistribution of course content in an inefficient manner. Metabolism, which is currently covered in Biochemistry 614, would likely have had to be split between two quarters, an outcome that was believed to be unacceptable. Continuity within the subject area is essential for the natural re-enforcement of central concepts with subareas and for retention. Also, the inclusion of a portion of metabolism in the second semester course of these series would significantly impair the proposed expansion of the subject areas discussed above. It is also concluded that these changes will bring our major core closer to our peer-institution comparison group.

The advising of students choosing to minor in biochemistry will be critical. The prerequisite courses will need to be scheduled early in the student's academic program so that sufficient time will be available to complete the three-semester core biochemistry series. To facilitate scheduling, Biochemistry 5613 will be taught during Spring Semester. Students will be advised to enroll in this course during their second year followed by 5614 and 5615 in the Autumn and Spring Semesters, respectively, of their third year. With this schedule, students will be taking the final organic chemistry as a corequisite with Biochemistry 5613. The course content of 5613 will be adjusted to accommodate a potential lag in acquiring some of the basic organic chemistry concepts required for that course. It is feasible for students to begin the core biochemistry series in the Spring Semester of their 3rd year; however, they will be advised of the difficulty this might create should unsatisfactory progress be made in Biochemistry 5613 or prerequisites. In this case, the student would fall out of sequence for enrolling in the required Biochemistry 5614 and 5615 in their fourth year. Also, by beginning the biochemistry series in their 2nd year, students should have more time to focus on the course requirements of their major in their final two years.

SUMMARY OF QUARTER TO SEMESTER CONVERSION OF BIOCHEMISTRY COURSES RELEVANT TO THE MINOR

Current Course Number	Current Quarter Credit Hours	Level	Course Number	Suffix	Course Title	Transcript Abbreviation	Semstr Credit Hours	Fixed OR Variable Min	Variable Max	Repeatable?	Credit Hours/ Units Allowed	14 week	7 Week	4 Week (May Term)	12 Week (May + Summer)
Required biochemistry courses:															
613	4	Undergrad	5613.		Biochemistry and Molecular Biology I	Biochem&Mol Biol 1	Fixed	3.0		No		Yes			
614	4	Undergrad	5614.		Biochemistry and Molecular Biology II	Biochem&Mol Biol 2	Fixed	3.0		No		Yes			
615	4	Undergrad	5615.		Biochemistry and Molecular Biology III	Biochem&Mol Biol 3	Fixed	3.0		No		Yes			
521	5	Undergrad	5621.		Biochemistry and Molecular Biology Laboratory	Biochem/MolBio Lab	Fixed	4.0		No		Yes			
H521	5	Undergrad	5621.	Honors	Biochemistry and Molecular Biology Laboratory	Biochem/MolBio Lab	Fixed	4.0		No		Yes			
Possible biochemistry electives:															
721.01/.02	4.5	Undergrad	5721.		Physical Biochemistry I	Physical Biochem 1	Fixed	3.0		No		Yes			
761/766	6	Graduate	6761.		Advanced Biochemistry: Macromolecular Structure and	AdvBiochm-Macromol	Fixed	3.0		No		Yes			
762	3	Graduate	6762.		Advanced Biochemistry: Enzymes	AdvBiochm-Enzymes	Fixed	1.5		No		No	Yes		
763	2	Graduate	6763.		Advanced Biochemistry: Membranes and Lipids	AdvBiochm-Membrane	Fixed	1.5		No		No	Yes		
764	3	Graduate	6764.		Advanced Biochemistry: Metabolism	AdvBiochm-Metabol	Fixed	2.0		No		No	Yes		
795	Variable	Graduate	6795.		Special Topics in Biochemistry	Spcl Tpcs Biochem	Variable	1.0	2.0	Yes	28	Yes	Yes		
850	2	Graduate	6850.		Seminar in Biological Chemistry	Biochem Seminar	Fixed	1.0		Yes	28	Yes			
Other biochemistry options:															
294	Variable	Undergrad	2194.		Group Studies	Group Studies	Variable	1.0	4.0	Yes	8	Yes	Yes	Yes	Yes
698.01	Variable	Undergrad	3798.01		Study Tour: Domestic	Study Tour-Domesti	Variable	1.0	10.0	Yes	99	Yes	Yes	Yes	Yes
698.02	Variable	Undergrad	3798.02		Study Tour: Foreign	Study Tour-Foreign	Variable	1.0	10.0	Yes	99	Yes	Yes	Yes	Yes
693	Variable	Undergrad	4193.		Individual Studies	Individual Studies	Variable	1.0	7.0	Yes	28	Yes	Yes	Yes	Yes
694	Variable	Undergrad	4194.		Group Studies	Group Studies	Variable	1.0	4.0	Yes	16	Yes	Yes	Yes	Yes
699	Variable	Undergrad	4998.		Undergraduate Research in Biochemistry	Undergrad Research	Variable	1.0	5.0	Yes	15	Yes	Yes		Yes
(new)	Variable	Undergrad	4998.	Honors	Honors Undergraduate Research in Biochemistry	Undergrad Research	Variable	1.0	5.0	Yes	15	Yes	Yes		Yes
(new)		Undergrad	5193.		Individual Studies	Group Studies	Variable	1.0	3.0	Yes	10	Yes	Yes		Yes
(new)		Undergrad	5194.		Group Studies	Group Studies	Variable	1.0	3.0	Yes	10	Yes	Yes		Yes

Version: 06/15/2011

Last name: _____

First Name: _____

Middle: _____

OSU ID: _____

lastname.#: _____

Expected graduation: Semester: _____ Year: _____

Major(s): 1. _____ 2. _____

Minor(s): 1. _____ 2. _____

Have you filed a degree application in the college office? Yes _____ No _____

(NOTE: This form is **NOT** a degree application)

Part A. Required Prerequisites (and/or supplementary requirements)

Course	Hours	Grade	Course	Hours	Grade
Biology 1113 (or H1115)	4		Chemistry 2510	4	
Biology 1114 (or H1116)	4		Chemistry 2520	4	
Chemistry 1610 (or 1210 or 1910H)	5				
Chemistry 1620 (or 1220 or 1920H)	5				
Math 1151.01	5				

Part B. Minor Program (Minimum grade of "C-" required. Minimum grade average of "C" (2.00))

Core Requirements (Substitutions are rarely, if ever, permitted)

Course	Hours	Grade	Course	Hours	Grade
Biochemistry 5613	3		Add'l biochemistry or related physical or biological science } }	2	
Biochemistry 5614	3				
Biochemistry 5615	3				
Biochem 5621 (or H5621)	4				

_____ (15 + optional hours)

Total of Part B only

Check whether this is: original _____ revision _____

Signature of faculty advisor Date

See back for information about minor program.

Name of advisor (please print)

Distribution: One copy each- _____ Student
 _____ Dept Office
 _____ College Office

Signature of department advisor Date

Last name: _____

First Name: _____

Middle: _____

OSU ID: _____

lastname.#: _____

Expected graduation: _____ Quarter: _____

Year: _____

Major(s): 1. _____

2. _____

Minor(s): 1. _____

2. _____

Have you filed a degree application in the college office? Yes _____ No _____

(NOTE: This form is **NOT** a degree application)

Part A. Required Prerequisites (and/or supplementary requirements)

Course	Hours	Grade	Course	Hours	Grade
Biology 113 (or H115)	5		Math 151	5	
Biology 114 (or H116)	5		Math 152	5	
Chemistry 161 (or 121 or 201H)	5		Chemistry 251	4	
Chemistry 162 (or 122 or 202H)	5		Chemistry 252	4	
Chemistry 163 (or 123 or 203H)	5		Chemistry 253	4	

Part B. Minor Program (Minimum grade of "C-" required. Minimum grade average of "C" (2.00))

Core Requirements (Substitutions are rarely, if ever, permitted)

Course	Hours	Grade	Course	Hours	Grade
Biochemistry 613	4		Add'l biochemistry or related physical or biological science } }	3	
Biochemistry 614	4				
Biochemistry 615	4				
Biochemistry 521 (or H521)	5				

(20 + optional hours)

Total of Part B only

Check whether this is: original _____ revision _____

Signature of faculty advisor Date

See back for information about minor programs.

Name of advisor (please print)

Distribution: One copy each- _____ Student
 _____ Dept Office
 _____ College Office

Signature of department advisor Date

Transition policy statement.

The transition planning by the faculty was conducted in the context of the requirement that the conversion from quarters to semesters would not delay graduate or disrupt progress towards a degree. Most of the course conversions to the core curriculum should have minimal impact on the student's progress. This is especially true for the Biochemistry Minor because fewer course requirements are involved. However, the proposed expansion of the three-quarter Biochemistry 61x to a three-semester plan will have scheduling consequences. This transition has been discussed extensively. In general, students will be strongly encouraged to complete the prerequisites in biology, chemistry, and mathematics during their first and second years at Ohio State. The biochemistry core series typically begins in the third year within the current quarter system. Current students, who have completed the necessary prerequisites are strongly encourage to complete the three-quarter biochemistry core series (Biochemistry 613, 614, and 615) this coming academic year (2011/12). Those who will be unable to do so, will be strongly encouraged to begin this series by enrolling in the special "bridge" offering of Biochemistry 613 during the Spring Quarter of 2012 and then proceed with the semester versions of the series (Biochemistry 5614 and 5615) during the following year (2012/13). Other students can begin the 3-semester series under the new system initiated during the Autumn Semester of 2012. The transition strategy can be summarized as follows:

Current Seniors (AY 10/11): No issues should encountered as students should have already completed 61x series or can do so under the current quarter system.

Current Juniors (AY 10/11): Again, few issues should arise with current students being able to complete the biochemistry series under quarter system within their final years.

Current Sophomores (AY 10/11): This group should be able to complete series next year (as juniors) under the quarter system and are currently being contacted by their faculty academic advisor and strongly advised to make plans to do so. Student who should fail 613, which is currently offered only in the Autumn Quarter, will have the opportunity to retake a "bridge" offering of this course during the spring of 2012. These students would then continue the semester versions of 614 and 615 (*i.e.* 5614 and 5615) during their senior year.

Current Freshmen (AY 10/11): This group could begin the Biochemistry 561x series under the semester system in their junior and senior years. They shouldn't encounter transition issues with chemistry and mathematics prerequisites as these should be completed under the quarter system in the next two years. However, this group of students is being contacted on an ongoing basis by their faculty academic advisor and strongly encouraged to begin this core biochemistry series in their sophomore year by taking the extra "bridge" quarter version of Biochemistry 613 that will be offered in the Spring of 2012. They could then continue with semester versions of 614 and 615 (*i.e.* 5614 and 5615) during their junior year.

Entering Freshmen for AY 11/12: Students will be contacted early in the fall of 2011 and provided detailed information regarding the transition to semesters, instructions and contact information for their academic advisor(s). Students will be advised to complete their mathematics and general chemistry prerequisite requirements under the current quarter systems during their first year. Their organic chemistry prerequisites can straightforwardly be completed under the semester system beginning in their second year along with the initiation of the prescribed semester plan for all biochemistry course requirements, starting the 5613 during the Spring Semester. .

Entering Freshmen for AY 12/13: This group will begin under the semester system with no transition issues. The expectation is that they will begin the core biochemistry series (as 5613) in the Spring of their sophomore year and proceed to the second and third courses of this series, 5614 and 5615, during the Autumn and Spring Semesters, respectively, of their junior year. Students will normally have about 2.5 years in which to complete this three-semester series but, again, will be strongly encouraged to begin the series in their sophomore year to provide a one-year “buffer” to accommodate potential delays in an individual’s academic progress and to provide sufficient time to enroll in courses associated with their major. See *Appendix “Example - Four-Year Semester Schedule....”* for a general 4-year schedule under a complete semester system. Although not advisable, students could delay entering the biochemistry core series (Biochemistry 5613, 5614, and 5615) until the Spring Semester of their third (junior) year. However, difficulties could arise if the student fails Biochemistry 5613 and perhaps in scheduling the additional required course in biochemistry, physical or biological science.

Transition issues related to the Chemistry, Physics, and Mathematics prerequisite sequences. In the event that a student has only partially completed Chemistry, Mathematics, or Physics sequences before the conversion to semesters, we will advise the student to follow the respective department’s transition plans for those sequences.

Appendix. EXAMPLE - FOUR-YEAR SEMESTER SCHEDULE FOR THE BIOCHEMISTRY MINOR

FRESHMAN YEAR:

<i>Autumn Semester:</i>	<i>cr hr</i>	<i>Spring Semester:</i>	<i>cr hr</i>	<i>May Term:</i>
Biological Sciences 100 (Survey)	1			(TBD)
General Chemistry I (1210/1610)	5	General Chemistry II (1220/1620)	5	
Calculus I (Math 1151.01)	5	Biology II (1114)*	4	
Biology I (1113)	4	GEC-"Writing Level 1" (English x110)	3	
GE, Elective, Course in Major	<u>3</u>	GE, Elective, Course in Major	<u>3</u>	
	18		15	

SOPHOMORE YEAR:

<i>Autumn Semester:</i>		<i>Spring Semester:</i>		<i>May Term:</i>
Organic Chemistry I (2510)	4	Organic Chemistry II (2520)	4	(TBD)
GE, Elective, Course in Major	up to 12	Biochemistry I (5613)	3	
	<u>16</u>	GE, Elective, Course in Major	up to 9	
			<u>16</u>	

JUNIOR YEAR:

<i>Autumn Semester:</i>		<i>Spring Semester:</i>		<i>May Term:</i>
Biochemistry II (5614)	3	Biochemistry III (5615)	3	(TBD)
GE, Elective, Course in Major	up to 12	Biochemistry Lab (5621)	4	
	<u>15</u>	GE, Elective, Course in Major	up to 9	
			<u>16</u>	

SENIOR YEAR

<i>Autumn Semester:</i>		<i>Spring Semester:</i>		<i>May Term:</i>
Course in biochemistry, physical or biological :	2			(TBD)
GE, Elective, Course in Major	up to 12	GE, Elective, Course in Major	15	
	<u>14</u>		<u>15</u>	
			<u>15</u>	scrhr:
			<u>62</u>	minor: 15 (>12 scrhr required)
Total Credit hours	<u><u>63</u></u>			overall: 125 (>120 crhr required)

* Students with advanced placement credit should be advised to take Biology 1114 before beginning the core Biochemistry series (5613-5615)

NOTE: Although not advisable, a student could begin the biochemistry core series (Biochemistry 5613, 5614, and 5615) during the Spring Semester of their third (junior) year, however, this could generate issues with the scheduling of the required additional course in biochemistry, physical or biological science.

Summary: Biochemistry Minor - Conversion to Semesters (version 6/3/2011)

Segment of major program	Quarter course #	Quarter course name	Current Qtr Credit hours	Semester course #	Semester course name	Proposed Semester Units	Calculated Direct 2/3 Conversion	Change in Credit Hrs
Prerequisites (some may double-count in GEC)	Biology 113/H115	Introductory Biology I	5	Biology 1113	Introductory Biology I	4		
	Biology 114/H116	Introductory Biology II	5	Biology 1114	Introductory Biology II	4		
	Chemistry 121 or 161	General Chemistry I	5					
	Chemistry 122 or 162	General Chemistry II	5	Chemistry 1210 or 1610	General Chemistry I	5		
	Chemistry 123 or 163	General Chemistry III	5	Chemistry 1220 or 1620	General Chemistry II	5		
	Mathematics 151	Calculus and Analytic Geometry I	5					
	Mathematics 152	Calculus and Analytic Geometry I	5	Mathematics 1151.01	Calculus I	5		
	Chemistry 251	Organic Chemistry I	4					
	Chemistry 252	Organic Chemistry II	4	Chemistry 2510	Organic Chemistry I	4		
	Chemistry 253	Organic Chemistry III	4	Chemistry 2520	Organic Chemistry II	4		
Total Prerequisites Quarter Credit Hours:			47	Total Prerequisites Semester Units:		31	31	+0
Core major requirements in department	Biochemistry 613	Biochemistry and Molecular Biology I	4	Biochemistry 5613	Biochemistry and Molecular Biology I	3		
	Biochemistry 614	Biochemistry and Molecular Biology II	4	Biochemistry 5614	Biochemistry and Molecular Biology II	3		
	Biochemistry 615	Biochemistry and Molecular Biology III	4	Biochemistry 5615	Biochemistry and Molecular Biology III	3		
	Biochemistry 521 (H521)	Introductory Biological Chemistry Laboratory	5	Biochemistry 5621 (H5621)	Biochemistry &Molecular Biology Laboratory	4		
	Additional course in biochemistry or a related physical or biological science		3	Additional course in biochemistry or a related physical or biological science		2		
Total Core Major (Dept) Quarter Credit Hours:			20	Total Core Major (Dept) Semester Units:		15	13	+2
Total credit hours/units in major and prerequisites			67			46	44	+2
Minor program percentage of minimum hours/units for degree (using 180 quarter credit hours and 120 semester units)			37%			38%		