



## 2017-2018 PROGRAM REQUIREMENTS Minor: Speech

### **About This Minor. . .**

The Speech minor offers a broad range of courses focusing communication studies and is designed to complement any major. This minor will enhance your resume and open up many employment opportunities. In a survey of 480 companies and public organizations, communication skills ranked FIRST among the personal qualities of college graduates sought by employers. The coursework is designed to improve oral message sending and relational communication skills. You will study presentation skills, conflict resolution, leadership, and nonverbal and intercultural communication, all important skills in our global society.

### **Advising Process and DegreeWorks**

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a minor. Meeting with an academic advisor is essential in planning courses and developing a suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended minor.

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a minor. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head for the minor. Discrepancies in requirements should be reported to the Registrar's Office.

### **Graduation Process**

A minor cannot be awarded by itself. It must be combined with a baccalaureate degree outside the major field of study. Students should follow the graduation process outlined for the baccalaureate degree and list their majors and minors on the "Intent to Graduate" form.

If a student's petition for graduation is denied, it will be her/his responsibility to consult the Registrar's Office regarding next steps.

### **INSTITUTIONAL MINOR REQUIREMENTS**

The following institutional requirements apply to all CMU minors. Specific programs may have different requirements that must be met in addition to institutional requirements.

- A minor consists of 15-24 semester hours. There may be prerequisites required for the minor which will increase the total number of credit hours for a student who has not already taken those prerequisites.
- Courses taken to satisfy Essential Learning, major requirements, or electives **can** be counted toward the minor if applicable.
- At least 33 percent of the credit hours required for the minor must be in courses numbered 300 or above.
- At least 25 percent of the classes must be taken at CMU.
- 2.00 cumulative GPA or higher for the courses used for the minor.
- A minor is not a degree by itself and must be earned at the same time as a baccalaureate degree.
- A minor must be outside the major field of study.
- A student may earn up to five minors with any baccalaureate degree at CMU.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements sheet you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

### **PROGRAM-SPECIFIC MINOR REQUIREMENTS**

- 21 semester hours for the Minor in Speech.

### **REQUIRED COURSES FOR THE SPEECH MINOR** (21 semester hours)

- SPCH 101 - Interpersonal Communications (3)
- SPCH 102 - Speechmaking (3)
- SPCH 112 - Voice & Diction (3)
- SPCH 203 - Persuasion (3)
- SPCH 308 - Argumentation & Debate (3)

Choose two courses from the following (6 semester hours):

- SPCH 303 - Nonverbal Communication (3)
- SPCH 304 - Communication & Conflict (3)
- SPCH 305 - Communication: Culture, Diversity & Gender (3)
- SPCH 306 - Communication & Leadership (3)
- THEA 403 - Methods of Teaching Drama & Speech (3)

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