

Student: _____

B.A. - Interdisciplinary Studies (IS)

ID#: _____ Faculty Advisor: _____

CHECKLIST

1. Connect with a Faculty Advisor
2. Complete Proposal/Reflective Narrative
 - a. Introduction (About Me)
 - b. Career/Personal Objective(s)
 - c. Academic Objective(s)
 - d. Why Interdisciplinary Studies
 - e. Outline of Course Plan to Complete IS Major
 - f. Outline of Capstone Research Project
 - g. Conclusion
3. Review Proposal with Faculty Advisor
4. Submit Faculty Advisor Approved Proposal to Dean of Arts and Sciences

The Bachelor of Arts in Interdisciplinary Studies (IS) is designed for students seeking to combine coursework from different disciplines to create an option not otherwise offered at Menlo College.

Reflective statement and proposal that includes a) a description of the proposed major; b) academic, professional, and personal objectives; and c) an explanation of how the major will help them meet their academic, professional, and personal objectives.

List of courses that includes at least 36 units, 24 of which are upper-division. Upper-division courses must include courses from at least three academic disciplines, two of which are Arts & Sciences disciplines.

Example: HIS 301, HUM 330, MKT 318....

GENERAL EDUCATION

- | | |
|--|---------------------------------|
| _____ MLO 101 Transition to College (2) | _____ MTH 110 Finite Math (3) |
| _____ STS 092 Library Tutorial (0) | |
| _____ STS 101 Microsoft Lit (test/class) (0/1) | _____ BIO 101 + 102 Hum Bio (4) |
| | |
| _____ ENG 101 English Comp 1 (3) | |
| _____ ENG 102 English Comp 2 (3) | |
| _____ MCM 257 Public Speaking (3) | |
| _____ MCM Lab (MCM 260, 265, 270, or 275) (1) | |

Social Sciences* (9 units, lower or upper division)

(POL, SSC, PSY, MCM, or ECO)

* _____

(HUM, LIT, HIS, PHIL, ART or foreign language)

Humanities* (9 units, lower or upper division)

* _____

*Equity & Justice Studies: At least 1 of 6 above must be E & J course
ECO 301, HIS 301, 302, HUM 305, 307, 311, 330, LIT 305, MCM 308,
MGT 325, POL 351, 353, PSY 306, 313, 314, 383, SSC 313, 353, 350

GE Units Required: 37

Completed: _____

Remaining/In Progress: _____

(IS Major) Upper-Division Courses

_____ IDR: CAPSTONE ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()

Elective Units Required: 36

Completed: _____

Remaining/In Progress: _____

ELECTIVES

_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()
_____ ()	_____ ()	_____ ()

Elective Units Required: 47 Transfer/waiver adjustments, if applicable: (+ _____) (- _____) (New total: _____)

Completed: _____

Remaining/In Progress: _____

GRADUATION PROGRESS:
(120 UNITS REQUIRED)

Completed: _____

Remaining/In Progress: _____

SEE ADDITIONAL INFORMATION AND NOTES ON BACK →

Key Definitions, Terms, Notes, and General Information

Academic Catalog – Available online, this document details Menlo College’s curriculum, all policies, processes, and other requirements

Credits/Hours/Units – The unit measuring educational ‘credit’, usually based on the number of class hours per week through a semester. This is the number in parentheses to the right of the course title on the front page.

Degree Requirements – Students must complete & pass 120 units; 42 of these units must be upper division
 Cumulative GPA overall for all courses, **and** GPA for **all** major & core courses **MUST** equal 2.0 or greater
 Designated courses may require C- to pass, ex: MTH 110, ENG 101, 102, etc. See course descriptions for details.
 48 units in major & core must be completed **at** Menlo
 Students must be enrolled in at least one of the last two semesters before graduation **at** Menlo.

Electives – Almost any course taken that is NOT already required as a part of GE, Core, or Major requirements. See an advisor for exceptions

General Education – These required courses are designed to introduce students to a variety of subjects & disciplines, and to assure Menlo graduates possess strong writing, quantitative, & analytical skills.

Internship (Business) – Typically in the summer before senior year. Please contact the Internship office to discuss options & ask questions

Lower-Division – Courses numbered lower than 300 (ex: ENG 101)

Upper-Division – Courses numbered 300 or higher (ex: PSY 411)

No “double-dipping” – Courses may only count as one requirement.

Disciplines – ACC (Accounting), BSA (Business Analytics), ECO (Economics), ENG (English), ENI (Entrepreneurship & Innovation), FIN (Finance), HIS (History), HRM (Human Resources Management), HUM (Humanities), INB (International), LIT (Literature), MTH (Math), MCM (Mass Communication), MGT (Management), MKT (Marketing), POL (Political Science), PSY (Psychology), RLS (Real Estate), SMG (Sports Management), SSC (Social Sciences), STS (Study Skills), CHI (Chinese), FRE (French), SPA (Spanish)

Transfer courses – Maximum 48 lower-division credits and 24 upper-division may be transferred in for credit. Community college classes will only count as lower-division. Upper-division are typically taken at a 4-year institution. Transfer courses do not affect your Menlo GPA. Current students may not transfer in courses without Dean approval.

CAPSTONE ASSESSMENT

Assessment

Assessment of PLOs will be conducted through their capstone course project or portfolio, completed during their last semester. Final projects can take many forms (e.g., an academic paper/thesis, an exhibit, creation of a website, or a presentation), but all IS majors must show that they have achieved the PLOs. Projects should reflect what the student has learned from the courses that make up their individual Interdisciplinary Studies Major and reflect the fulfillment of their educational goals.

Students whose final projects do not include a scholarly piece of writing must also write a 10-page analytical essay that describes the project and what they learned from completing it, including a critical look at decisions they made and obstacles they faced. The essay should demonstrate that the final project was an effective and appropriate culmination of the Interdisciplinary Studies Major.

All students will also write a 3-5 page reflection paper to articulate what they learned from their Interdisciplinary Studies major. This might include a description of why they chose the major and the various courses included, and the theme that they sought to explore. Students should close with a discussion of how the major has prepared them for the next step in their career path.

Both documents should be submitted to the academic advisor by the end of the student’s final semester. The advisor will assess the work, including the reflection paper and, if applicable, the analytical essay, and submit assessment reports to the Academic Affairs Office.