Protocol
Africana Studies Minor
Loyola University New Orleans

The Africana Studies minor is an interdisciplinary minor that allows students to achieve a broad sense of Africa and the African Diaspora through courses in a variety of departments such as English, History, Political Science, and Sociology.

ORGANIZATION AND GOVERNANCE
The Africana Studies Committee
The Africana Studies Committee will include all faculty and staff who teach courses in the Africana Studies Minor. Because of the limited number of faculty who teach within this minor, all will be members unless an individual requests not to be on the committee.

Further responsibilities of the Africana Studies Committee include:
* Participating in assessment
* Approving new courses
* Developing opportunities for promoting Africana Studies on campus and in the community, including participating in Africana Studies on-campus events
* Electing the Director of the Africana Studies minor
* Attending all Africana Studies Committee meetings
* Providing the Chair with assessment questions for each course taught for the comprehensive exam

Director of the Africana Studies Minor
The director will be chosen by a majority vote of the Africana Studies Committee and will serve a two-year term. This term is renewable by the agreement of the sitting director and a majority vote of the Committee.

The responsibilities of the Chair of the Medieval Studies Steering Committee include:
* Calling and facilitating meetings of the committee
* Overseeing publication of Africana Studies information (webpage, brochure, course lists, course and special announcements)
* Serving as primary advisor for Africana Studies minors
* Coordinating the assessment process
* Preserving student records
* Approving courses on a case-by-case basis
* Writing letters of support for new course proposals
* Administration of the comprehensive exam

Amending the Protocol
This protocol may be amended by a majority vote of the Africana Studies Committee.

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