

PROPOSAL FOR CHANGE IN AN ACADEMIC PROGRAM

Contact Person: _____

Section 1: (Change information and justification)

1. ☐ Graduate or Undergraduate Major for the _____
degree in _____
- ☐ Undergraduate Minor in _____
- ☐
- ☐ Change in catalog entry for existing course(s) (renumbering, relettering, change in title,
change in description, cross-listing)
- ☐ Other program: _____

2. FROM:

TO:

3. **IMPACT ON OTHER PROGRAMS:**

List all other programs that will be affected by this change:

Have the schools/departments responsible for these programs been notified about this proposal?

Yes ☐ No ☐

4. What is the projected date for this program change to take place? Date: _____

5. **REASONS FOR CHANGE:**

Section 2: (Approval process)

APPROVALS: At each level listed below, the person shown in parentheses is responsible for checking one box and, for proposals receiving non-unanimous approval, summarizing the opinion of those who voted against the proposal. **Please note that an abstention will prevent the proposal from receiving unanimous approval.**

After attaching your digital signature, save the file, overwriting the previous version.

1. Department of _____ (Chair)

The proposal was: ☐ not approved
☐ approved by non-unanimous vote*
☐ approved by unanimous vote

*If the proposal was approved by non-unanimous vote, summarize the opinion of those who voted against the proposal:

of attachments added: _____

Date _____ Signed _____

2. College Curriculum Committee (Committee Chair)

The proposal was: ☐ not approved
☐ approved by non-unanimous vote*
☐ approved by unanimous vote

*If the proposal was approved by non-unanimous vote, summarize the opinion of those who voted against the proposal:

of attachments added: _____

Date _____ Signed _____

3. College (Dean)

The proposal was: ☐ approved ☐ not approved

of attachments added: _____

Date _____ Signed _____

4. Graduate Council

The proposal was: ☐ not approved
☐ approved by non-unanimous vote*
☐ approved by unanimous vote

*If the proposal was approved by non-unanimous vote, summarize the opinion of those who voted against the proposal:

of attachments added: _____

Date _____ Signed _____

5. Academic Policies Committee (Committee Chair)

The proposal was: ☐ not approved
☐ approved by non-unanimous vote*
☐ approved by unanimous vote

*If the proposal was approved by non-unanimous vote, summarize the opinion of those who voted against the proposal:

of attachments added: _____

Date _____ Signed _____

6. University Council (Faculty Secretary)

The proposal was: ☐ not approved
☐ approved by non-unanimous vote*
☐ approved by unanimous vote

*If the proposal was approved by non-unanimous vote, summarize the opinion of those who voted against the proposal:

of attachments added: _____

Date _____ Signed _____

7. General Faculty Meeting (Faculty Secretary)

The proposal was: ☐ approved ☐ not approved

of attachments added: _____

Date _____ Signed _____

8. After the faculty meeting, the faculty secretary will update the e-form and forward an official, hard copy to the Vice President for Academic Affairs.