

**UNDERGRADUATE COUNCIL  
Request for Change(s)**

Originating unit requesting change Associate Deans

Type of Change requested:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Course number(s)   | <input type="checkbox"/> Course prerequisite(s) | <input type="checkbox"/> Program description             |
| <input type="checkbox"/> Course title       | <input type="checkbox"/> Drop course(s)         | <input checked="" type="checkbox"/> Program requirements |
| <input type="checkbox"/> Course description | <input type="checkbox"/> Drop program(s)        |  |

Semester and year change(s) take effect: Fall 2022

Appropriate computer abbreviation if  
course title is more than 30 spaces:

Briefly summarize the change requested:

Current catalogue copy refers to 12 credits, assuming 4, three credit courses. When a course involves a lab, it often results in students going over either credit hours or number of courses. The revision to 16 hours or 4 courses allows for fewer needed exceptions to be made. +

**Programs Only**

Program Name: \_\_\_\_\_

Current Code: \_\_\_\_\_ Proposed New Code (list 2): \_\_\_\_\_ or \_\_\_\_\_  
(ex: INDE-BFA)

Can have second major: \_\_\_\_ Yes \_\_\_\_ No

Current 6-digit CIP Code: \_\_\_\_\_

Does the change require a new or change in CIP code? \_\_\_\_ Yes \_\_\_\_ No

If yes, what is the proposed 6-digit CIP code? \_\_\_\_\_

\*for reference, please visit: <https://nces.ed.gov/ipeds/cipcode/resources.aspx?y=56>

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Catalog copy

Present catalog copy (paste-up from catalog is acceptable.

No more than 12 total semester hours, except those earned in an approved study abroad program, may be transferred from other schools

Proposed change(s). (Include exact catalog copy as desired. Underline changes)

No more than 16 total credit hours or a maximum of 4 courses, except those earned in an approved study abroad program, may be transferred from other schools. A course with an associated lab will be treated as a single course even if offered under separate catalog numbers.

1. What is the justification for the change(s) requested?

It focuses on the number of courses that are being transferred instead of the number of credits. The change allows for a course with a lab associated with it to count as one course. The Registrar is aware of this proposed change and is supportive of it. This should result in fewer exceptions having to be made.

2. If applicable, explain how the change(s) will affect the current program outcomes and assessment mechanisms.

NA

3. **Faculty Resources:** How will the unit provide faculty support for this change and any other impact this change may have on other current departmental listings.

NA

4. **Educational Resources:** Will this change require additional resources not currently available (e.g. space, equipment, library, other)?  YES  
If yes, list additional resources needed.  NO

NA

5. If this change affects other units of the University, include a statement signed by the chairperson(s) of the affected unit(s). N/A

6. If cross-listed, provide evidence of approval by all curriculum committees appropriate to both the originating and cross-listed units. N/A

 2/16/2020  
Approval signature of chairperson of originating unit