UNDERGRADUATE COUNCIL
Request for Change(s)

Originating unit requesting change

Type of Change requested:

☐ Course number(s)   ☐ Course prerequisite(s)

☐ Course title   ☐ Drop course(s)   ☐ Program description

☐ Course description   ☐ Drop program(s)   ☐ Program requirements

Semester and year change(s) take effect:

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

Briefly summarize the change requested:

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

Catalog copy

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

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

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

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

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.

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

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

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

_____
Approval signature of chairperson of originating unit