

**UNDERGRADUATE & GRADUATE COUNCIL: PROPOSAL FOR CHANGE IN EXISTING COURSE/PROGRAM/POLICY**

**Originating Unit:**

**Select appropriate council for review:**

**Undergraduate Course** for Undergraduate Council Review

- (50000 - level courses are considered both undergraduate and graduate level courses and should first be routed to the Undergraduate Council for review and approval. UG Council will then route approved courses to Graduate Council for review and approval.)

Core Curriculum Consideration (course requests to be vetted by core curriculum committee for addition to TCU Core Curriculum following approval by Undergraduate Council)

**Graduate Course** for Graduate Council Review

**Type of action:**      In-person course      Fully online course (Fall and/or Spring Semesters Only)

**Type of change requested:**

Course Number      Program Prerequisite(s)\* (must complete “Programs Only” section below)

Course Description      Program Requirements\*(must complete “Programs Only” section below)

Drop Course      Drop Program\*\*  
*\*\*A SACSCOC Drop Program Justification form will need to be completed*

Course Prerequisites(s)      TCU Core Curriculum Course?

Course Title      Other, please specify

Policy Change\*\*\* (Change in undergraduate or graduate program policy that impacts several programs)

*\*\*\*Attach documentation to justify and describe the requested policy change*

**Semester and year change will take effect:**

**Course component type:**

**Current name:**

**Proposed name:**

**Appropriate computer abbreviation (30 spaces or less):**

*Programs Only* Current program code: (ex:EDCE-PHD)

Proposed code (list 2)      or

Current CIP code:

**Does change require new or change in CIP code:**      Yes      No

**If yes, what is the proposed new CIP code:**

\*\*\*for reference please visit: [nces.ed.gov/ipeds/cipcode/resources.aspx?y=56](https://nces.ed.gov/ipeds/cipcode/resources.aspx?y=56)

**Can have a second major:**      Yes      No

**Is the program already considered TCU STEM?**      Yes      No

**Does the change include a request to be a TCU STEM program?**      Yes      No

**Program to be promoted to prospective undergraduate students by TCU Admissions?**      Yes      No

**Description of change** (omit if dropping a course or program):

**Present Catalog Copy:**

**Proposed Catalog Copy:**

**What is the justification and supporting evidence for the change requested?**

**Explain how the change(s) will affect the current learning outcomes and assessment mechanisms?**

**Faculty & Other Resources:** How will the unit provide support for this change and any other impact this change may have on the current departmental listings?

**Additional resources required:**

Faculty:

Space:

Equipment:

Library:

Financial Aid:

Other:

**Change in teaching load:**      Yes      No

**Does this change affect any other units of the University?**      Yes      No

If yes, attach supporting statement signed by chair of affected unit.

attached files can be seen and managed in Acrobat Pro by clicking on View > Show/Hide > Navigations Panes > Attachments

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

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**Chair of Originating Unit: (Chair is also attesting that the appropriate departmental curriculum committee has reviewed and approved the change, if applicable):**

**Name:**

**Unit:**

**Signature:**

**College curriculum committee chair signature (attesting to committee review and approval)**

**Name:**

**Unit:**

**Signature:**

**Dean or Dean's designee approval.**

**Name:**

**Unit:**

**Signature:**