



## Program Proposal Form

(Only one proposal per sheet • Revised 1/19/2012) Faculty Senate Curriculum Subcommittee

Use Acrobat Reader 8 or above.

Dept: \_\_\_\_\_ Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

1. Clearly state your proposal:

2. Rationale for your proposal:

3. Dept vote: \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstain Date: \_\_\_\_\_

### Approval signatures (required):

Dept Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: ALLOW 48 HOURS FOR REGISTRAR'S APPROVAL. Failure to do so will keep proposal from being placed on the agenda.

Registrar: \_\_\_\_\_ Date: \_\_\_\_\_

Provost: \_\_\_\_\_ Date: \_\_\_\_\_

### Approval signatures (as needed):

Chair of Teacher Ed: \_\_\_\_\_ Date: \_\_\_\_\_

Chair of Graduate Council: \_\_\_\_\_ Date: \_\_\_\_\_

Other (e.g., external agency): \_\_\_\_\_ Date: \_\_\_\_\_

4. Does this proposal affect any other departments?  Yes  No

If yes, which one(s) and how?

Affected Dept Chair:  Agree  Disagree

Chair's signature: \_\_\_\_\_ Date: \_\_\_\_\_

5. Does this proposal involve the creation of new courses and/or revisions to existing courses?  Yes  No

If yes, attach a course proposal form for each new course and/or for each course being revised.

6. Does this proposal require any additional resources?  Yes  No

If yes, be specific:

7. Attach a copy of your program proposal as you want it to look in the catalog to the email after you click submit on this form.

File name:

**Click Submit to send the proposal via email.**

**You will need to save the form to your computer. Fill out the form and use the**

**Submit button to send the form as an email attachment.**

**Committee Use Only:**

Dept: \_\_\_\_\_ Contact person: \_\_\_\_\_

File name: \_\_\_\_\_

**Curriculum Subcommittee Action:**

The Curriculum Subcommittee considers this proposal to be (e.g., minor revision, new course, etc):

Provisions to be met (if any):

Curriculum Subcommittee vote: \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstain

Curriculum Subcommittee Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Other required signatures:

Academic Affairs vote: \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstain

Academic Affairs Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Senate vote: \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstain

Faculty Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_