**Cover Sheet for Proposal to the Undergraduate Curriculum and Catalog Review Committee**

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| **Date:** | **Proposal Number:**  (Assigned by the Registrar)  **Contact Person:** |
| **Department:** |
| **Current Course or Program ID:** |

**Proposal Category:** (🗸 all that apply). A cover sheet must be submitted for each proposal.

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| --- | --- |
| \_\_\_\_ Course Prerequisite Change | \_\_\_\_ Course Credit Hour Change |
| \_\_\_\_ Course Title Change | \_\_\_\_ New Course |
| \_\_\_\_ Course Deletion | \_\_\_\_ Course Syllabi Change |
| \_\_\_\_ Course Number Change | \_\_\_\_ Change to Catalog Description |
| \_\_\_\_ Program Revision | \_\_\_\_ Minor Change to Course |
| \_\_\_\_ New Program  (Major, minor, or certificate) |  |

**Other Proposal Requirements:** (🗸 as applies and attach form)

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| **\_\_\_\_** | For New Course Proposals, attach the New Course Proposal with appropriate signatures. |

**Proposal Description with Rationale:** (State current status, proposed change, and why the change is desired. Attach additional sheets if necessary).

**Effective Date**:

Reason for requesting an alternative effective date:

|  |  |  |
| --- | --- | --- |
| **Signature** | **Title** | **Date** |
|  | Department Curriculum Committee Chair |  |
|  | Department Chair |  |
|  | College Curriculum Committee Chair |  |
|  | College Dean |  |
| If this proposal in any way affects a professional education program, it must be submitted to and approved by the Professional Education Committee and the Faculty Senate: | | |
|  | Professional Education Committee Chair |  |
|  | Core Curriculum Advisory Committee Chair |  |
|  | Faculty Senate President |  |
|  | UG Curriculum & Catalog Review Committee |  |
|  | Provost and VP for Academic Affairs |  |