

HENDERSON STATE UNIVERSITY PROGRAM CHANGE PROPOSAL

Submitted to: University Academic Council University Graduate Council

Degree (e.g., BS, BBA, BSE) Major Minor Certificate Other (_____)

Proposal # _____
(If submitting multiple proposals)

Section I. General Information

Dept./School Submitting Proposal: _____ Date: _____

Contact Person: _____ Date: _____

Chair or Faculty Member Who Will Direct The Program If Different From Above:

_____ Date: _____

Requested Implementation Date (Semester & Year): _____

***Program check sheet must be attached to proposal.**

Existing Program Title: _____
(Ex. Major = Chemistry; Degree = BA, BS, BBA, BSE, etc.)

Explanation of Changes to Program:

(All relevant new course/course change forms should be attached to this proposal.)

Endorsed By: _____ Date: _____
Department Chair/Administrator

_____ Date: _____
Dean or Director

CIP Code: _____ HSU Program Code: _____
(To Be Added By Registrar)

Section II. Library Information

Will additional resources need to be acquired by the library to support this program? _____

If so, list the necessary resources.

Librarian's Comments & Recommendations

Librarian's signature

Section III. Detailed Description of Proposed Program

(Statements from departments potentially affected by the proposal must be attached, along with any other supporting material.)

1. Program Title: _____

2. Hours required: _____

3. Revised catalog description of proposed program:

4. Indicate any new courses or changes to current courses that will need to developed and/or approved.

5. Have the educational objectives of this program and the student outcomes expected changed?

- 6. Does this change impact how will you assess the effectiveness of the program and provide for continuing improvement? If so, please incorporate two assessments methods into your response.**

- 7. Does this change alter how the program supports the mission of the University?**

- 8. Does this changes alter how the program supports the strategic plan?**

- 9. What is the need for this change (supported by externally or internally derived data)?**

- 10. Will this change alter the program's impact on campus resources?**

- 11. Will this change alter the relationship of the program to other existing programs? If applicable, describe how the program change may affect other departments or units. Statements from departments potentially affected by the proposal must be attached, along with any other supporting material.**