ACADEMIC COUNCIL PROPOSAL ROUTING FORM

ACADEMIC COUNCIL USE

University Studies Proposal
Yes_____ No _____
(If yes, attach proposal.)
Change _____
New _____
Delete _____

CHANGE TO EXISTING COURSE

EFFECTIVE DATE: _____

PREFIX _____ NUMBER _____ CR HRS _____

☐ Change course prefix FROM: _____ TO: _____

☐ Change course number FROM: _____ TO: _____

☐ Change course title

FROM: _____

TO: _____

Short Title to be Assigned: ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
(Only 1 letter/space per box)

☐ Change course description (Attach original & revised course descriptions.)

☐ Change credit hours FROM: _____ TO: _____

NEW COURSE

EFFECTIVE DATE: _____

☐ Add New Course *(Attach Course Description)* -OR- ☐ Experimental Course *(Attach Course Description)*

PREFIX _____ NUMBER _____ CR HRS _____

Title _____ (Limit to 32 letters/spaces)

Short Title to be Assigned: ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
(Only 1 letter/space per box)

DELETE COURSE

EFFECTIVE DATE: _____

☐ Delete course

PREFIX _____ NUMBER _____ CR HRS _____

Title _____

ACADEMIC PROGRAMS (Summarize)

EFFECTIVE DATE: _____

President/Board of Regents Approval _____

Council on Postsecondary Education Approval _____

Department Curriculum Committee	Date	Department Chair	Date
Collegiate Curriculum Committee	Date	Dean	Date
Policy & Review Committee (Teacher Certification)	Date	Academic Council Committee	Date
Academic Council	Date	University Studies Committee	Date

Provost Date

Revised 11/01