**OAKLAND UNIVERSITY**

**University Committee on Undergraduate Instruction**

**Modify Approved Undergraduate Academic Program**

UCUI approves all major curriculum changes, deletions and additions to undergraduate

certificate and undergraduate degree programs. Academic units, modifying the curriculum of an existing undergraduate program or renaming, merging or splitting a program must submit this brief form to UCUI for review. Major program modifications include course deletions or additions that change the nature of the program or change of total credit hours required.

Please complete this brief form and submit signed original to **Irene Fox, Office of Undergraduate Education, 160 North Foundation Hall** if you have such changes.

Check all that apply below:

\_ merge programs \_ split program \_ rename program

\_ modify program (please specify)

 \_\_ **deletion**, \_\_**addition**, or \_\_**substitution** of 3 or more courses in major (non-

 electives)

 \_\_ change in total number of credit hours for program

 \_\_ elimination of pre-major

 \_\_ **deletion** or \_\_**creation** of a minor

 \_\_ change of rubric for all courses

|  |
| --- |
| Effective Term/Year |
| Name of Current Program(s) |
| Name of Proposed Program(s) |
| Department |
| College/School |

**I certify that the form has been reviewed and approved by the appropriate Department**

**and College/School committees:**

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Dept Chair or Director (signature) Date Dept Chair or Director (print)

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Chair of College/School (signature) Date Chair of Curriculum Committee (print)

Curriculum Committee

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Chair of UCUI Date

**Please answer the following questions using additional pages/attachments as needed.**

1. **Provide a copy of the current program(s).**
2. **List proposed program changes and provide a copy of the proposed program.**
3. **Describe the reason(s) for the proposed change.**
4. **Provide a list of all new courses and deleted courses. Label the course(s) as major core or elective**
5. **Do any of the courses being deleted or modified affect other degree programs? If so, which programs? Have departments whose programs are impacted been consulted?**
6. **If any resources needed (personnel, FTE academic, facilities or equipment) please provide budget. If no resources required, please state that in the proposal.**
7. **If the program is professionally accredited, identify the accrediting body and discuss how the proposed change may affect accreditation.**
8. **Explain the impact of the proposed change(s) on current students, enrollment, time-to-degree, target audience, faculty workload, etc.**
9. **Provide an explanation for how students enrolled in the program prior to effective date of any curriculum change may complete their program under old requirements – if they so desired. (The courses required must remain available, or suitable substitutions be specifically designated.)**
10. **Provide any other information that you believe would be useful to the committee.**