**Major or Minor Program Revision**

1. **Proposed Changes:** *State the specific changes proposed.*
2. **Rationale for the Changes:** Please provide a rationale for the changes.
3. **Feasibility of Course and Program Revisions**
4. Staffing: Will the proposed changes affect department/program staffing needs?

Yes No

Please explain:

1. Major/Minor Credit Requirements: Will the proposed changes affect the number of credits needed for the major or minor?

Yes No

Please explain:

1. Facilities: Will the proposed changes affect department/program facilities and/or equipment needs?

Yes No

Please explain:

1. Enrollment: Will the proposed changes affect department/program course enrollments and/or majors/minors?

Yes No

Please explain:

1. Related Departments/Programs: Will the proposed changes affect other departments/programs?

Yes No

Please explain and provide evidence that affected departments/programs have been consulted and responded to the proposed changes.

1. How will the proposed changes affect contributions to the General Education Program?
2. For which Academic Catalog year will these proposed changes take effect?
3. Specifically describe how the department/program plans to assure students enrolled in the current Academic Catalog are able to complete their major/minor through course equivalences, course substitutions, Topics courses, and/or course waivers while the department/program offers the proposed major/minor for students enrolled in the Academic Catalog year outlined in “G” above.
4. **Staffing Plan**

If the proposed changes affects department/program staffing needs provide a three-year-forward staffing plan which shows how department/program faculty and/or other personnel would provide the curriculum as revised.

1. **New/Revised Course Proposals and Draft Syllabi**

If applicable provide proposals for any new and/or revised courses that the proposed changes would involve, using the templates for New Course and Revised Course Proposals.

1. **Catalog Copy for Revisions**
2. For easy comparison provide Catalog language that strikes out deleted requirement for the major or minor and underscores new additions to the major or minor.
3. In addition provide clean Catalog copy incorporating the new major or minor requirements.