

**REQUEST FOR CHANGE IN DEGREE MAP**

Academic Year 22-23 (LESS THAN 1/3 OF THE TOTAL CREDITS ARE CHANGED)

**INSTRUCTIONS:**

1. Dean or designee completes form and forwards to Assistant to the Provost and Vice President for Academic Affairs, **with a side-by-side comparison of the current degree map as reflected in the catalog and the proposed degree map, and by any new courses (both request form and syllabus)**.
2. Academic Senate Curriculum Committee forwards to Senate with recommendations and then to Vice President of Academic Affairs following Senate action.
3. Vice President of Academic Affairs will keep one copy and distribute others to Registrar, appropriate Dean, and Publications.

Note that all changes to degree maps must be approved by the Academic Senate in the Fall semester in order to go into the catalog for the following academic year.

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| **Name of Program being Changed:**  **Term Change Goes into Effect (Effective Term)** | |
| **Reason for Introducing New Degree Map**: | |
| **Describe Changes to the Degree Map, including changes to the total number of credits:** | |
| **ADD the following courses:**  **(list by number and title)** | **DELETE the following courses:**  **(list by number and title)** |

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| **Will the proposed changes require any NEW equipment, technology, or facilities?** |
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| 1. Requested by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Faculty Member | Date\_\_\_\_\_\_\_\_ | 2. Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Department Chair | Date\_\_\_\_\_\_\_\_ |
| 3. Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dean or Designee | Date\_\_\_\_\_\_\_\_ | 4. Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Academic Senate (President or Secretary) | Date\_\_\_\_\_\_\_\_ |
| 5. Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Vice President of Academic Affairs | Date\_\_\_\_\_\_\_\_ | 6. Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Registrar | Date\_\_\_\_\_\_\_\_ |