COVER SHEET FOR UNDERGRADUATE PROPOSALS TO THE CURRICULUM COMMITTEE

Title of Proposal: ___________________________________________________________

Author of Proposal: _________________________________________________________

Author’s home department: __________________________________________________

Date of departmental meeting at which the proposal was approved: ______________
(NB: attach copy of minutes from this meeting – see checklist)

Other interested departments, if any: __________________________________________
(This proposal must be shared with the chairs of other interested/implicated departments. Please attach copies of e-mails sent for this notification - see checklist)

For new majors/minors: program to be housed in the __________________ department

Approval of Department Chair: ______________________________________________

Proposal presented by Chair to Council of Chairs [date]: _________________________

Date submitted to Curriculum Committee: ________________________________

The signature below is required for new majors/minors, revised majors/minors, new courses, new or revised honors/programs (it is not required for less substantial curricular changes, e.g., changes in course titles, course descriptions, new cross-listings).

Approval of Dean [signature]: ______________________________________________

Action by CC:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Signature of Curriculum Committee Chair: _________________________________

Date: ______________________________