

Program Proposal Form

1. (a) Program Title (e.g. B.S. in Mathematics, Liberal Arts Track):

(b) Department Making Proposal:
(c) Chair/Director:
(d) Office Number/Building:
(e) Telephone:
(f) E-mail:
2. Check which applies:
 Major Program Minor Program Concentration

Check which applies:
 Proposed New Program Proposed Change to an Existing Program
3. If changes are being proposed to an existing program, briefly provide an overview of the proposed changes (e.g., This is to propose adding STAT 350 as a requirement in the Liberal Arts track of the Mathematics major.).
4. If this is a proposed change to an existing program, provide the current catalog listing (or, at least, show those parts of the current listing that are being revised).
5. Provide a complete (new or revised) catalog listing for the program requirements, following the format used in the current university catalog.
6. Please provide a rationale for the proposal, including a discussion of resource implications. If appropriate, indicate how the proposed new program or program change resulted from program assessment.
7. If a new program is being proposed, please provide a plan for program assessment. This should include, in particular, a plan for the assessment of student learning that follows the format of existing plans on file with the Office of Campus Assessment.
8. Remember to submit course proposal forms for any new courses or changes to existing courses resulting from this proposal.

9. Chair's Approval: I hereby approve of this proposal and attest that all affected departments have been informed, and (if this is a proposal for a new program) that the Registrar has approved the proposed program title.

Signature _____ Date _____

10. Dean's Approval: I hereby approve of this proposal. In so doing, I acknowledge that any resource implications of the proposal have been considered, and that any concerns the administration has in this regard will be communicated to the Academic Affairs Committee/Graduate Council.

Signature _____ Date _____

11. Approval by the Professional Education Council (required if the proposal impacts the Professional Education Unit):

Signature _____ Date _____

12. Approval by the Academic Affairs Committee (undergraduate programs) or the Graduate Council (graduate programs):

Signature _____ Date _____

13. Approval by the Vice President for Academic Affairs (if minor change to an existing program) or Fredonia University Senate Chair (if major change to an existing program or new program):

Signature _____ Date _____

Note: Once the new program/program changes has/have been approved, please forward a copy of the proposal, together with the signature page, to the Registrar and the University Webmaster. If the proposal involves a new degree program, or a change in the title of an existing degree program, it will need the approval of SUNY System Administration.