

# ACADEMIC PROPOSAL

## Millersville University

This cover page must be used for all academic proposals except the proposal of new courses and the labeling of existing courses; it must be attached to all copies of the proposal through all approval stages.

**PROGRAMS**       new       change       deletion       moratorium

Classification of Instructional Program (6-digit CIP) Code: \_\_\_\_\_ (necessary for new program/option/minor)

**Note:** All course proposals associated with program additions or changes should be submitted together with this proposal as one package.

Departmental major: \_\_\_\_\_       Interdepartmental major: \_\_\_\_\_  
 Departmental minor: \_\_\_\_\_       Interdepartmental minor: \_\_\_\_\_  
 Option: \_\_\_\_\_       Other: \_\_\_\_\_

**POLICIES FOR**  **MAJORS**  **MINORS** :       new       change       deletion

Admission to \_\_\_\_\_       Retention in \_\_\_\_\_  
 Completion of \_\_\_\_\_

**CHANGES IN COURSES**

**OTHER**

This change is  MINOR  MAJOR [For policy on determination of whether a change is major or minor, see *Governance Manual*.]  
 What students may be affected by this change?

Proposed implementation date: \_\_\_\_/\_\_\_\_/\_\_\_\_ If retroactive approval is requested, provide details:

<b>PROPOSER:</b> _____	<b>Dept.:</b> _____	<b>Ext.:</b> _____
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**Approval Log:** Note it is the proposer's responsibility after each approval to deliver the proposal to the next committee.

COMMITTEE	CHAIRPERSON	PHONE	DATE RECEIVED	DATE APPROVED	AMENDED?
School Curriculum Committee					
Teacher Education Council (if applicable)					
<input type="checkbox"/> UCPRC* <input type="checkbox"/> GCPRC*					
Faculty Senate*					

\*  Not required for minor change.

Attach the following supporting documentation to this form (incomplete forms will be returned to the proposer):

1. If applicable, copy of current program/policy.
2. Explanation, rationale, and evidence of need for proposed changes.
3. If applicable, copy of current DARS printout and DARS copy reflecting proposed changes.
4. If applicable, Course Approval Forms for all associated course changes.