Request for Curriculum Action

Committee for Review

☐ Undergraduate Curriculum Committee
  November 1—Deadline for submitting changes for the next catalog.
  February 15—Deadline for submitting changes to be included for summer/fall continuing student registration.

☐ Graduate Council

Department or Program Chair or Program Coordinator Signature Date

Proposed Curriculum Change(s)

☐ Create new* or suspend/delete existing certificate, emphasis, major, minor, option, or program
☐ Create, delete, or change program admission requirements
☐ Create or delete catalog course(s)
☐ Change (course subject/number, title, credits, semester, description, grading basis, requisite) for existing course(s)
☐ Add or remove Foundational Studies designation or change an existing DL, CID, or FF course(s)
☐ Add, remove, or change a degree requirement(s) for a certificate, emphasis, major, minor, option, or program
☐ Change request impacts another department either because a) a course is used by another program as a requisite or degree/admission requirement or b) another department’s course(s) are used as a requisite or degree/admission requirement. Affected Department Signatures Page is required, please see next page.

Graduate curriculum only—please list all affected courses: __________________________________________________

Acknowledgement Signatures

Dean of Initiating College Signature Date

Graduate Dean Signature Date

Dean of the Libraries Signature Date

General Education Council Approval (undergraduate only) Date

Approval Signatures

College/Division/School Curriculum Chair Signature Date

University Curriculum Committee Chair or Graduate Council Chair Signature Date

Associate Vice President for Academic Planning Signature Date

*A completed SBOE proposal MUST be submitted to Dr. James Munger.

Submit the hard copy of the Request for Curriculum Action form with any additional signature pages AND an electronic MSWord copy of the proposal to either:
  Undergraduate Curriculum—Lynnea Compton, lynneacompton@boisestate.edu, Office of the Provost, MS 1001
  Graduate Curriculum—Dawn Ramirez, dawnramirez@boisestate.edu, Office of the Graduate Dean, MS 1110