Proposal to Change a Course

NOTE: All gray text boxes must be completed (even if you just put N/A into them), otherwise the committee must consider the form incomplete.

1. Department: Hispanic Studies

2. Course Number and Title: 499: Bachelor's Essay

3. Semester and year when the course change(s) will go into effect: Fall 2010

4. Change(s) Desired (Note: if more than 2 items listed under “Typical changes handled by this form” in Guidelines for Planning to Change a Course, then a New Course form must be completed):

   Prerequisites: one 400-level Spanish class in the field of study and permission of the instructor

5. Justification for Change(s):

   Presently, the only prerequisite is departmental approval and the faculty wanted to include the above addition.

6. Is this course to be added to the Degree Requirements of a Major, Minor, Concentration or List of Approved Electives?
   a) □ yes  ☒ no

   b) If yes, complete the Change Degree Requirements form(s) and list the name(s) of the major, minor, concentration and/or list of approved electives here:

7. Is the course part of any other degree or program? Please consult the most up to date undergraduate catalog and search for uses of the course to see who should be contacted. If yes, what department/program? Please contact the department chair/program director and request a note or email that they are aware of the proposed change and include that note with the proposal.
   Latin American and Caribbean Studies and the Honor's Program

*This course is already an approved and accepted elective in the Spanish major and minor

This form was approved by FCC on 2/17/2009 and replaces all others.
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8. Signature of Department Chair or Program Director:

________________________________________
Date: 11-25-07

9. Signature of Dean of School:

________________________________________
Date: 11/23/07

10. Signature of Curriculum Committee Chair:

________________________________________
Date: 1/29

11. Signature of Faculty Senate Secretary:

________________________________________

Date Approved by Senate: __________________________

Completed form should be sent by the Faculty Senate Secretary to the Registrar. After implementation, information concerning the passed course and program changes will be provided by the Registrar to all faculty and staff on campus.

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