

**DEGREE/PROGRAM CHANGE  
FORM C  
Form Number: C1696**

Fields marked with \* are required

**Name of Initiator:** Rikk Murphy    **Email:** [rikk@unm.edu](mailto:rikk@unm.edu)    **Phone Number:** 505-277-5009    **Date:**  
10-12-2015

Associated Forms exist? Yes  Initiator's Title Coordinator Program Advisement, Psych Dept  
Faculty Contact Jane Ellen Smith    Administrative Contact Rikk Murphy  
Department Psychology    Admin Email [rikk@unm.edu](mailto:rikk@unm.edu)  
**Branch**    Admin Phone 277-5009

**Proposed effective term**

Semester Fall  Year 2016

**Course Information**

Select Appropriate Program Undergraduate Degree Program   
Name of New or Existing Program BA & BS Psychology  
Select Category Degree  Degree Type  
Select Action Revision

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.

See current catalog for format within the respective college (upload a doc/pdf file)

[Sunset Comparison v2 1.docx](#)

**Does this change affect other departmental program/branch campuses? If yes, indicate below.**

Reason(s) for Request (enter text below or upload a doc/pdf file)

The department has clarified its policy regarding coursework that is more than ten years old and would like this clarification to be listed in the university catalog.

Upload a document that includes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications. (upload a doc/pdf file)

[Sunset Justification.docx](#)

**Are you proposing a new undergraduate degree or new undergraduate certificate? If yes, upload the following documents.**

Upload a two-page Executive Summary authorized by Associate Provost. (upload a doc/pdf file)

Upload memo from Associate Provost authorizing go-ahead to full proposal. (upload a doc/pdf file)

**Major Study Requirements**

Students wanting an introduction to psychology should take PSY 105. Students should then take multiple 200-level courses before registering for more advanced courses. Although the prerequisites for any course may be waived by permission of the instructor, it is strongly advised that students take the prerequisites in order to be adequately prepared for the course.

**Acceptance of any transferred credit hours toward a major or minor in psychology must be approved by the Associate Chairperson for Undergraduate Education.**

**Major Study Requirements**

Students wanting an introduction to psychology should take PSY 105. Students should then take multiple 200-level courses before registering for more advanced courses. Although the prerequisites for any course may be waived by permission of the instructor, it is strongly advised that students take the prerequisites in order to be adequately prepared for the course.

It is the Department's point of view that coursework older than ten years be subject to review. This is due to advancements and changes being made in the discipline, as well as time to degree completion considerations. In light of this, the Department has established the following guidelines:

- PSY 105: Introduction to Psychology normally must be retaken if it is over 10 years of age. Exceptions may apply (e.g., continuous enrollment with academic progress).
- Other coursework over ten years of age may sometimes be counted if PSY 105 Introduction to Psychology is retaken.
- Coursework **will** be reviewed by members of the faculty in cases of special circumstances.
- **Undergraduate psychology advisors** will coordinate faculty reviews on behalf of students.

This policy is designed to ensure that students have the most relevant information in their chosen discipline. Questions regarding this policy should be directed to **one of the undergraduate advisors** in the Psychology Department.

Current Catalog Language

Proposed Catalog Language

**Acceptance of any transferred credit hours toward a major or minor in psychology must be approved by the Associate Chairperson for Undergraduate Education.**

In order to keep students current regarding advancements in the field of Psychology the department has elected that undergraduate psychology coursework for the major, or the minor, should generally be taken within ten years. There are exceptions that could apply (e.g. continuous enrollment with academic progress). This policy is designed to ensure that students have the most relevant information in their chosen discipline but still maintain the ability to graduate in a timely fashion.

There is no impact on long-range planning, budget, or faculty workload.