

**DEGREE/PROGRAM CHANGE
FORM C
Form Number: C1628**

Fields marked with * are required

Name of Initiator: Sandy Rodrigue **Email:** rodrigue@unm.edu **Phone Number:** 505 277-3929 **Date:** 03-26-2015

Associated Forms exist? Initiator's Title
Faculty Contact Administrative Contact
Department Admin Email
Branch Admin Phone

Proposed effective term

Semester Year

Course Information

Select Appropriate Program
Name of New or Existing Program
Select Category Degree Type
Select Action

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)

[Form C Undergrad catalog copy change for 2016-17.doc](#)

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 College of Arts & Sciences Advisement Center has requested that we add these two course numbers to the section of our catalog titled "College of Arts and Sciences and Department of American Studies Undergraduate Admission Requirements" so that it is apparent to all parties that students can take any of our 18x series of classes as part of their requirements to enter both the College and the Department.

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)

[Form C Undergrad Program Budget Faculty Load Implications.doc](#)

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)

Current catalog copy

Undergraduate Program

College of Arts and Sciences and Department of American Studies Undergraduate Admission Requirements

A minimum of 26 credit hours; 23 credit hours must be in courses acceptable toward graduation.

A cumulative grade point average of at least 2.00 on all work.

- Transfer students must have a 2.0 transfer GPA.
- Continuing UNM students must have a 2.00 institutional GPA.

Demonstrated academic achievement by satisfying the following:

- Completion of the University Writing and Speaking Core.
- Completion of the University Mathematics Core.
- Completion of the University Foreign Language Core.

Completion of Department of American Studies admission coursework with grades of "C" or better:

- AMST 182 or 185 or 186.
- AMST 285.

Proposed change

Addition of '183 or 184' to the final section of the copy so that it reads:

Completion of Department of American Studies admission coursework with grades of "C" or better:

- AMST 182 or 183 or 184 or 185 or 186.
- AMST 285.

Justification for change to program

The request for this change originated with the College of Arts & Sciences Advisement Center. Currently, the catalog indicates that only students who have completed AMST 182, 185, or 186 have met the requirements for admission to both the College and the Department. The Department indicates that students who satisfactorily complete any of our courses numbered 18x meet the Introductory Course requirement for our undergraduate major. In order to make the admissions requirements match the introductory course requirement, and to keep exceptions from having to be made on a case by case basis, the department has been asked to add two more of our introductory courses, 183 and 184, to the list of courses that meet admissions requirements.

Budgetary and faculty load implications

The two courses being added are taught on a regular basis by either faculty (in large format classes) or graduate students in smaller formats, either online or in classrooms. When taught by faculty members, they are taught as part of their regular teaching load. The department's number of faculty have grown in the past four years, and as such there are more faculty available to teach all of our introductory courses. Because professors will teach these as part of their regular teaching loads, there will be no additional impact on budget or faculty load.

Impact on long range plans for program and University

Adding these two courses to the list of courses that satisfy the admissions requirements for the College and the Department will ultimately increase the efficiency and validity of the advisement students receive. Exceptions will not have to be made for students on a case-by-case basis, and students will know up front that all of these courses can be taken to meet this admissions requirement.