

**DEGREE/PROGRAM CHANGE  
FORM C  
Form Number: C2867**

**Fields marked with \* are required**

<b>Name of Initiator:</b> Valerie Lacy	<b>Faculty Contact</b> Julianne Newmark	<b>Department</b> English
<b>Initiator's Title</b> Dept Administrator A3: English Department	<b>Administrative Contact</b> Julianne Newmark	<b>Branch</b> Main
<b>Email:</b> <a href="mailto:vlacy@unm.edu">vlacy@unm.edu</a>	<b>Admin Email</b> newmark@unm.edu	<b>Date:</b> 09-23-2021
<b>Phone Number:</b> 505-277-7429	<b>Admin Phone</b> 277-6347	

Associated Forms exist? No ▼

**Proposed effective term**

Semester Fall ▼ Year 2022 ▼

**Course Information**

Select Appropriate Program Undergraduate Degree Program ▼

Name of New or Existing Program UG Minor: Professional Writing

Select Category Minor ▼ Degree Type UG

Select Action Name Change ▼

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)

[UG minor Professional Writing rename.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)

Change name of UG minor in 'Professional Writing' to 'Technical and Professional Communication'. This name change is aligned with the English department's existing UG CERT and proposed GCERT in Technical and Professional Communication.

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)

☐ **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)