

**DEGREE/PROGRAM CHANGE  
FORM C  
Form Number: C2411**

Fields marked with \* are required

**Name of Initiator:** Laura Musselwhite    **Email:** [lmusselwhite@unm.edu](mailto:lmusselwhite@unm.edu)    **Phone Number:** 505 925-8601  
**Date:** 11-02-2018

|                         |                                  |                        |                              |
|-------------------------|----------------------------------|------------------------|------------------------------|
| Associated Forms exist? | <input type="text" value="Yes"/> | Initiator's Title      | Dean: Valencia County Branch |
| Faculty Contact         | Laura Musselwhite                | Administrative Contact | Laura Musselwhite            |
| Department              | Academic Affairs                 | Admin Email            | lmusselwhite@unm.edu         |
| Branch                  | Valencia (AGD)                   | Admin Phone            | 925-8601                     |

**Proposed effective term**

|          |                                   |      |                                   |
|----------|-----------------------------------|------|-----------------------------------|
| Semester | <input type="text" value="Fall"/> | Year | <input type="text" value="2019"/> |
|----------|-----------------------------------|------|-----------------------------------|

**Course Information**

|                                 |   |             |    |
|---------------------------------|---|-------------|----|
| Select Appropriate Program      | <input type="text" value="Undergraduate Degree Program"/> |             |    |
| Name of New or Existing Program | AA Business Administration (VA)                           |             |    |
| Select Category                 | <input type="text" value="Degree"/>                       | Degree Type | AA |
| Select Action                   | <input type="text" value="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)

[2018 Business Administration AA Program Change Draft 2.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)  
  
[Rationale for Form C Changes Related to Core Curriculum Reduction.docx](#)

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)  
[Justification for Form C Changes Related to Core Curriculum Reduction.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)