

Educational Program Committee

Request for Consideration of Program Change(s)

ALL PROPOSED CURRICULAR CHANGES MUST BE SUBMITTED TO THE EPC by the Division Coordinator after careful consultation with division faculty members. This will provide one level of review and consensus before submitting for consideration by the EPC.

Submitted by: _____

Date: _____

I. Proposed Change:

(Insert brief description of change i.e. New Course, Course Title/Number Change, Revision to course description, Program of study change...)

II. Rationale for Change:

(Concisely and thoroughly state the rationale i.e. maintaining correlation with transfer institutions, course description outdated...)

III. Supporting Evidence:

(This can be internal and/or external documentation. In many cases, the best support will come from catalogs/curricula from peer or transfer institutions. When presenting a case to align Andrew's educational programming with peer/transfer institutions, please include supporting evidence from at least two peer/transfer institutions as well as a detailed side-by-side comparisons of course descriptions and/or programs of study from those institutions. Attach as much documentation as possible.)