To: Dean Van Galen, Chancellor  
116 North Hall  
University of Wisconsin-River Falls

From: Wes Chapin, Chair  
Faculty Senate  
University of Wisconsin-River Falls

December 14, 2012

RE: UWRF Faculty Senate Motion 2012-13/75

At the December 12, 2012 meeting of the University of Wisconsin-River Falls Faculty Senate, this motion was passed, and it is effective at the beginning of spring semester 2013. The motion is forwarded to you for your action.

Motion from the AP&P Committee (James Zimmerman, Chair) to adopt a new graduate program transmittal form, effective at the beginning of spring semester 2013.

Approved [ ]

Disapproved [ ]

[Signature]
Dean Van Galen, Chancellor

[Date] 12/14/12
TRANSMITTAL for GRADUATE PROGRAMS: Changes or Proposals

I. INFORMATION:

A. Check all that apply: Existing Program ☐ New Program ☐
   Name Change ☐ Credits Change ☐ Change in Curriculum ☐

B. Program Title:

C. Department(s) (Originating):

D. College(s) (Originating):

E. Programs / Departments Consulted (Requires letters of comment from all departments or programs substantially affected. Signatures of dept. chairs & deans affected by this proposal are required on the attached addendum):
   1) ___________________________  2) ___________________________
   3) ___________________________  4) ___________________________

F. Catalog year of Implementation: Semester Year

G. Have all courses in this program been approved? Yes ☐ No ☐

II. ATTACH REQUEST NARRATIVE
Include in narrative on attached pages clarification concerning which courses have not been approved, and a rationale for the requested changes or creation of program. If requesting a program change also include a listing of course array for both the current and proposed program?

II. UNIT APPROVALS: Requires signatures of all Department Chairs and Deans whose programs will be substantially affected by the changes or proposal. Signature lines for the affected Departments and Colleges (noted in “E” above), are on the addendum to this form. These signatures should be obtained prior to review by all other shared governance levels.

Department Curriculum Committee Chair (optional)
__________________________________________________________

Department/Program Chair
__________________________________________________________

College Curriculum Committee Chair
__________________________________________________________

Dean of College
__________________________________________________________

Graduate Curriculum Cmtt. Chair
__________________________________________________________

University Curriculum Cmtt. Chair
__________________________________________________________

Academic Policy & Program Cmtt. Chair
__________________________________________________________

Faculty Senate Chair
__________________________________________________________

Provost / Vice Chancellor
__________________________________________________________

Chancellor
__________________________________________________________

Signature
__________________________________________________________

Date
__________________________________________________________

*NOTE: The master copy of this transmittal & accompanying documents must be filed in the Provost’s office upon final approval. The Provost’s office will notify all appropriate administrative offices [Registrar, Office of Graduate Studies, Dean(s), Department Chair(s)] of approvals & necessary actions to implement changes.
**TRANSMITTAL for GRADUATE PROGRAMS: Changes or Proposals - Addendum**

**Signatures of Additional Department & Colleges Affected**

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