Code # Enter text…

**Bulletin / Banner Change Transmittal Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

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| E. T. Hammerand | 3/30/2017 |

**Department Curriculum Committee Chair** |

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**COPE Chair (if applicable)** |
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| Hung-Chi Su | 3/30/2017 |

**Department Chair:**  |

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**Head of Unit (If applicable)**   |
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| David F. Gilmore | 4/11/2017 |

**College Curriculum Committee Chair** |

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**Undergraduate Curriculum Council Chair** |
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| John M. Pratte | 4/11/2017 |

**College Dean** |

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**Graduate Curriculum Committee Chair** |
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**General Education Committee Chair (If applicable)**   |

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**Vice Chancellor for Academic Affairs** |

**1.Contact Person** (Name, Email Address, Phone Number)

E. T. Hammerand, hammerand@astate.edu, 680.8109

**2.Proposed Change**

Change summer offering of comprehensive exams to being done at department’s discretion.

**3.Effective Date**

Fall 2017

**4.Justification –** *Please provide details as to why this change is necessary.*

A department with a relatively small number of faculty may not offer summer courses; Computer Science, for example, has gone back and forth with this. When no classes are being offered in the summer, no student can graduate and should not be expecting to sit for the exams.

**Bulletin Changes**

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| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.** - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font). - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)*You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.**Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

2016 – 2017 Graduate Bulletin, page 35:

From:

An examination period is scheduled by each department during each full semester (Fall and Spring) and once in the Summer.

To:

An examination period is scheduled by each department during each full semester (Fall and Spring) and once in the Summer at the department’s discretion.