Request for Graduate Addition, Deletion, or Change of a Major or Degree

NOTE: Before you submit a request for a new Major or Degree, you must submit an INTENT TO PLAN form. Only after the INTENT TO PLAN goes through the approval process are you ready to submit this request for a new Major or Degree. For detailed information on new programs please see: http://wvhepcdoc.wvnet.edu/resources/133-11.pdf.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one PDF copy without signatures to the Graduate Council Chair.
3. *The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.*

College: College of Liberal Arts   Dept/Division: Humanities

Contact Person: John Vielkind   Phone: 6-4640

Degree Program MA Latin

Check action requested: ☐ Addition   ☒ Deletion   ☐ Change

N. DeBruin 11/14/17

Effective Term/Year   ~~Fall 20 17~~   Spring 20 18   Summer 20 ☐

Information on the following pages must be completed before signatures are obtained.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head	_John N. Vielkind_	Date 9-28-17
College Curriculum Chair	_Gratchen_	Date 10/23/17
College Dean	_RBBarkle_	Date 10/25/17
Graduate Council Chair		Date
Provost/VP Academic Affairs		Date
Presidential Approval		Date
Board of Governors Approval		Date

Form updated 3/2012

Rec'd In COLA Office
Date: 10/25/17

Please provide a rationale for addition, deletion, change: (May attach separate page if needed)

Enrollment in the program has been very small for many years. There have been no majors enrolled in the program since Fall 2014 and the program has not produced any graduates since 2012.

Please describe any changes in curriculum:
List course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change. (May attach separate page if needed)

N/A

1. ADDITIONAL RESOURCE REQUIREMENTS: If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this major or degree, attach an estimate of the time and money required to secure these items.
NOTE: Approval of this form does not imply approval for additional resources. Enter NONE if not applicable.

N/A

2. NON-DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the request and any response received from them. Enter NONE if not applicable.

N/A

For catalog changes as a result of the above actions, please fill in the following pages.

3. *Current* Catalog Description
Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change.
(May attach separate page if needed)

N/A

4. *Edits* to the Current Description
Attach a PDF copy of the current catalog description prepared in MS WORD with strikethroughs to mark proposed deletions and use the highlight function to indicate proposed new text.

5. *New* Catalog Description

Insert a 'clean' copy of your proposed description, i.e., no strikethroughs or highlighting included. This should be what you are proposing for the new description. (May attach separate page if needed)

N/A

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Please insert in the text box below your change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:
Major or Degree:
Type of Change: *(addition, deletion, change)*
Rationale:

Humanities
Latin MA
Deletion
Lack of enrollment since 2014 and no graduates since 2012