

Instructions: A cover sheet should accompany proposals for new programs and revisions to existing programs. A cover sheet is not needed for course additions, changes, or deletions submitted on a UTPB Course Update form.

Section A: To be completed by the proposer.

Date of this draft of the proposal: _____

Title or brief summary of proposal: _____

Proposer(s): _____

Section B: Circulation list. The proposer should circulate information concerning the proposal to faculty whose courses may be affected.

Section C: Approving signatures. Signatures depend on the College/School.

Printed Name of Proposer	Signature of Proposer	Date
Printed Name of Graduate Program Head	Signature of Graduate Program Head	Date
Printed Name of Coordinator (CoB)	Signature of Coordinator (CoB)	Date
Printed Name of CoB Curriculum Committee	Signature of CoB Curriculum Committee	Date
Printed Name of College/School Dean	Signature of College/School Dean	Date
Printed Name of Graduate Council Chair	Signature of Graduate Council Rep.	Date
Printed Name of Graduate Studies Dean	Signature of Graduate Studies Dean	Date
Printed Name of VP of Academic Affairs	Signature of VP of Academic Affairs	Date

Submit proposal form to: Graduate Studies

MB 1208

4901 East University Odessa, TX

79762

Phone: 432-552-2530

Fax: 432-552-3530

Email: gradstudies@utpb.edu

Section D: To be completed by the Graduate Studies Office.

Proposal Status: Approved Denied Approved as stated below: