UNIVERSITY AT ALBANY
State University of New York

Senior Vice President for Academic Affairs & Provost

March 29, 2016

Alexander N Cartwright, Ph.D.
Provost and Executive Vice Chancellor
State University of New York
State University Plaza
Albany, NY 12246

Dear Dr. Cartwright,

Please accept the attached proposal for program registration update. A change to the title of our 'Latin American Studies' undergraduate major and related programs to 'Latin American, Caribbean, and U.S. Latino Studies' will align the title with the curriculum.

This proposal has been fully considered and approved on campus via multi-level governance review. Should there be a need for additional information or clarification to facilitate processing, please contact Celine Forsyth, Assistant to the Vice Provost for Undergraduate Education at cforsyth@albany.edu.

Thank you for your consideration and assistance.

Sincerely,

James R. Stellar
Senior Vice President for Academic Affairs and Provost

Attachment
c. Dr. Jeanette Altarriba, Vice Provost and Dean for Undergraduate Education
Dr. Kevin Williams, Vice Provost and Dean for Graduate Education
Dr. Elga Wulfert, Dean, College of Arts and Sciences
Dr. Christine Preble, Program Director, Department of Latin American, Caribbean and U.S. Latino Studies
Mr. Jon Bartow, Vice Dean, Graduate Education
Ms. Celine Forsyth, Asst to the Vice Provost for Undergraduate Education

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Program Revision Proposal: Changes to an Existing Program

Form 3A

Version 2014-11-17

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program,[1] a Chief Executive or Chief Academic Officer must submit **a signed cover letter and this completed form** to the SUNY Provost at *program.review@suny.edu*.

Section 1. General Information		
a) Institutional Information	Institution's 6-digit SED Code:	**210500**
	Institution's Name:	University at Albany
	Address:	*1400 Washington Avenue, Albany, NY 12222*
b) Program Locations	List each campus where the entire program will be offered (with each institutional or branch campus 6-digit SED Code): 210500	
	List the name and address of off-campus locations (i.e., extension sites or extension centers) where courses will offered, **or check here [X] if not applicable**:	
c) Registered Program to be Changed	Program Title:	This proposal covers four University at Albany Latin American Studies programs for which updated program title is requested: **Program title(s):** Latin American Studies **SED Program Code**: 83019 **Award:** B.A. **Number of Required Credits**: Minimum [36] If tracks or options, largest minimum [ ] **HEGIS Code**: 0308 **Effective Date of Change**: 8/29/16 **Effective Date of Completion:** Not applicable **Program title(s):** Latin American Studies; M/I with 402000 Albany Law School **SED Program Code**: 89184 **Award:** B.A./J.D. **Number of Required Credits**: Minimum [177] If tracks or options, largest minimum [ ] **HEGIS Code**: 0308/1401 **Effective Date of Change**: 8/29/16 **Effective Date of Completion:** Not applicable **Program title(s):** Latin American Studies; M/A Information Science **SED Program Code**: 28840 **Award:** B.A./M.S. **Number of Required Credits**: Minimum [150] If tracks or options, largest minimum [ ] **HEGIS Code**: 0308/1601 **Effective Date of Change**: 8/29/16 **Effective Date of Completion:** Not applicable

[1] To propose changes that would create a new program, Form 3B, Creating a New Program from Existing Program(s), is required.

		Program title(s): Latin American Studies; M/A Business Administration SED Program Code: 91221 Award: B.A/M.B.A. Number of Required Credits: Minimum [149] If tracks or options, largest minimum [ ] REGIS Code: 0308/0506 Effective Date of Change: 8/29/16 Effective Date of Completion: Not applicable
d) Campu, Contact	Name and title: Celine A. Forsyth, Assistant to the Vice Provost for Undergraduate Education. Telephone and email: 518-442-3950 cforsyth@albany.edu	
e) Chief Executive or Chief Academic Officer Approval	Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. *E-signatures are acceptable.* Name and title: James R. Stellar, Ph.D Senior Vice President for Academic Affairs and Provost Signature and date: 3/31/16	
	If the program will be registered jointly with one or more other institutions, provide the following information for each institution:	
	Partner institution's name and 6-digit SED Code: Albany Law School 402000 Name, title, and signature of partner institution's CEO (or append a signed letter indicating approval of this proposal): Alicia Quellette, President and Dean	

Section 2. Program Information

Section 2.1. Changes in Program Content

[X] No changes in program content. *Proceed to Section 2.2.*

a) Check all that apply. Describe each proposed change and why it is proposed.

[ ] Cumulative change from SED's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachelor's degree programs)
[ ] Changes in a program's focus or design
[ ] Adding or eliminating one or more options, concentrations or tracks
[ ] Adding or eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience)
[ ] Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in Section 3.47(c)(1-4) of Regents Rules

b) Provide a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.

c) For each new or significantly revised course, provide a syllabus at the end of this form, and, on the *SUNY Faculty Table* provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: *Syllabi for all courses should be available upon request. Each syllabus should show that all work for*

[2] If the partner institution is non-degree-granting, see SED's CEO Memo 94-04

credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with SUNY policy on credit/contact hours), general course requirements, and expected student learning outcomes.

d) What are the additional costs of the change, if any? If there are no anticipated costs, explain why.

Section 2.2. Other Changes

Check all that apply. Describe each proposed change and why it is proposed.

[x] Program title **Change the program titles from 'Latin American Studies' to 'Latin American, Caribbean, and U.S. Latino Studies'**

The proposed change is for the title of the major of our B.A. from "Latin American Studies" (LAS) to "Latin American, Caribbean, and U.S. Latino Studies." This change is proposed in order for the B.A. to align with the department name and more concisely include the breadth of course instruction.

[ ] Program award
[ ] Mode of delivery
NOTES: *(1) If the change in delivery enables students to complete 50% of more of the program via distance education, submit a Distance Education Format Proposal* as part of this proposal. *(2) If the change involves adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SED may register the version as a separate program.*
[ ] Format change(s) (e.g., from full-time to part-time), based on SED definitions, for the **entire** program
1) State proposed format(s) and consider the consequences for financial aid
2) Describe availability of courses and any change in faculty, resources, or support services.
[ ] A change in the total number of credits in a certificate or advanced certificate program
[ ] Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing program. **Exception:** Small changes in the required number of credits in a licensure-qualifying program that do not involve a course or courses that satisfy one of the required content areas in the profession.

Section 3. Program Schedule and Curriculum

No curricular changes are proposed. See below for Undergraduate Program Schedule

*Students in the B.A./J.D. program complete all specific undergraduate degree requirements within their first 90 credits at UAlbany and finish their total 120 credit requirement by completing their first year at Albany Law School. The first year credits transfer back to UAlbany as elective credits. The total number of credits taken at Albany Law is 87.

*Students in the B.A./M.S. Information Science program complete a minor in information science with the following requirements: CSI 101 or 201 or ITM 215; IST 523; IST 601, IST 602, and two additional IST courses at 500 level or above. B.A./M.S. or B.S./M.S. students then complete their M.S. degree with thirty credits of graduate level work in additional core, concentration and elective courses as advised.

*Students in the B.A./M.B.A program complete their requirements as follows:

FRESHMAN YEAR Fall Semester	Credits	Spring Semester	Credits
Spn 103L	4	Spn 104 L	3
Lcs 102	2	Lcs 100Z	3
Eco 110M	3	Eco 111M	3
Psy 101M	3	Soc 115M	3
GenEd "N"	3	Lcs 216 L	3
Total credits	16	Total credits	15
Total credits - first year 31			

SOPHOMORE YEAR *Fall Semester	Credits	Spring Semester	Credits
Spn 206	3	Spn 207	3
Lcs 150	3	Lcs/Gog 250	3
GenEd "HD"	3	Lcs 201	3
Msi 215	3	Mat 108	3
Lcs 240	3	Lcs 233	3
Total credits	15	Total credits	15
Total credits - second year 30			

JUNIOR YEAR Fall Semester	Credits	Spring Semester	Credits
Lcs 319 / Spn 320	3	Lcs 403	3

Lcs 400	3	Lcs 302	3
Lcs / Pos 357	3	Lcs / Gog 354	3
Lcs / His 369	3	Lcs/ Wss 451 or Lcs 405	3
Lcs 282M	3	Lcs 497	3
Total credits	15	Total credits	15
Total credits- third year 30			

At the end of the Junior year, students must have completed all the courses to fulfill the requirements of the major in Latin American and Caribbean Studies.

SENIOR YEAR Fall Semester	Credits	Spring Semester	Credits
Msi 512 (1 st Q)	2	Msi 521 (3 rd Q)	2
Mgt 513a (1 st Q)	2	Fin 525 (3 rd Q)	3
Mgt 513b (1 st Q)	1	Msi 520 (4 th Q)	3
Msi 511 (2 nd Q)	2	Bus 524 (4 th Q)	1
Mgt 514 (2 nd Q)	3	Mkt 522 (3 rd Q)	4
Acc 517 (2 nd Q)	3	Mgt 523 (4 th Q)	1
Liberal Arts Elective *	3	Mgt 600 (4 th Q)	1
Total credits	16	Total credits	15
Total credits- fourth year 31			

FIFTH YEAR

Fall Semester	Credits	Spring Semester	Credits
Field Project/ Practicum	3	Field Project/ Practicum	3
Concentration	6	Concentration	6
Electives	3	Electives	3
Strategic Management	3		
Total credits	15	Total credits	12
Total credits- fifth year 27			

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SUNY Undergraduate Program Schedule (***OPTION: You can paste an Excel version of this schedule AFTER this line, and delete the rest of this page.)***

Program/Track Title and Award: Department of Latin American, Caribbean, and U.S. Latino Studies

a) Indicate **academic calendar type**: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):

b) **Label each term in sequence**, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

c) **Name of SUNY Transfer Path, if one exists:**_____ **See Transfer Path Requirement Summary for details**

d) Use the table to show **how a typical student may progress through the program**; copy/expand the table as needed. **Complete all columns that apply to a course.**

Term 1: Fall 1	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS 100, "Culture and Power in the Americas"	3	OW	X	3			
Social Science Gen Ed SS	3	SS	X				
Natural Science Gen Ed	3	NS	X				
Elective, Liberal Arts	3		X				
Elective, Liberal Arts	3		X				
Term credit totals:	15	9	15	3			

Term 2: Spring 1	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS Latin America and Caribbean Elective	3		X	3			
ALCS Latin American or Caribbean Elective	3		X	3			
Math Gen Ed	3	M	X				
Arts Gen Ed	3	AR	X				
Basic Communication Gen Ed	3	BC	X				
Term credit totals:	15	9	15	6			

Term 3: Fall 2	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS Humanities and Fine Arts Requirement	3		X	3			
Elective, Liberal Arts	3		X				
Foreign Language	3	FL	X				
Humanities Gen Ed	3	H	X				
Elective, Liberal Arts	3		X				
Term credit totals:	15	6	15	3			

Term 4: Spring 2	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS282, "Race and Ethnicity"	3	SS	X	3			ASOC 115 Intro to Sociology
ALCS Latin American or Caribbean Elective u/l	3		X	3			
U.S. Historical Perspectives Gen Ed	3	AH	X				
Challenges 21st Century Course	3		X				
Elective, Liberal Arts	3		X				
Term credit totals:	15	6	15	6			

Term 5: Fall 3	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS300, "Introduction to Theories and Research Methods in Latin American, Caribbean, and U.S. Latino Studies"	3	SS	X	3			
ALCS Latin American or Caribbean Elective u/l	3		X	3			
Minor Course	3						
Minor Course	3						
Elective, Liberal Arts	3		X				
Term credit totals:	15	3	9	6			

Term 6:Spring 3	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS Social Sciences Requirement u/l	3		X	3			
ALCS Latin American or Caribbean Elective u/l	3		X	3			
Minor Course	3						
U/L Minor Course	3						
Elective, Liberal Arts	3		X				
Term credit totals:	15		9	6			

Term 7: Fall 4	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS 400 Level Seminar	3		X	3			ALCS 300

Term 8: Spring 4	See KEY.						
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
ALCS Latinas/os in the US requirement u/l	3		X				

U/L Minor Course	3								U/L Minor Course	3						
U/L Elective, Liberal Arts	3		X						U//L Elective	3						
U/L Elective, Liberal Arts	3		X						U/L Elective	3						
Elective, Liberal Arts	3		X						U/LElective	3						
Term credit totals:	15	0	12	3					Term credit totals:	15	0	3	0			

Program Totals (in credits):	**Total Credits: 120**	**SUNY GER: 33**	**LAS: 90**	**Major: 36**	**Elective & Other: 57**	**Upper Division: 45**	**Upper Division Major: 24**	**Number of SUNY GER Categories:**

KEY Cr: credits **GER:** SUNY General Education Requirement (Enter Category Abbreviation) **LAS:** Liberal Arts & Sciences (Enter credits) **Maj:** Major requirement (Enter credits) **TPath:** SUNY Transfer Path Courses (Enter credits) **New:** new course (Enter X) **Co/Prerequisite(s):** list co/prerequisite(s) for the noted courses **Upper Division:** Courses intended primarily for juniors and seniors **SUNY GER Category Abbreviations:** American History (AH), Basic Communication (BC), Foreign Language (FL), Humanities (H), Math (M), Natural Sciences (NS), Other World Civilizations (OW), Social Science (SS), The Arts (AR), Western Civilization (WC)

New: X if new course **Prerequisite(s)**: list prerequisite(s) for the listed courses

Section 4. SUNY Faculty Table

a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.

Not applicable.