


UNIVERSITY
AT ALBANY
State University of New York

December 18, 2015

Dr. Alexander Cartwright
Provost and Executive Vice Chancellor
State University of New York
System Administration
State University Plaza
Albany, New York 12246

Dear Dr. Cartwright:

On behalf of the faculty at the University at Albany, I am pleased to transmit the attached proposal for registration of a multi-award program linking our existing undergraduate B.A. program in English with our existing M.A. program in Liberal Studies.

This proposal has been fully considered and approved through our campus governance system. We are appreciative for anticipated efforts by staff in your Office of Program Review for the consideration of the proposal. Should there be any technical questions or the need for additional materials, please have inquiries directed to Jonathan Bartow, Vice Dean for Graduate Education (jbartow@uamail.albany.edu) at our campus. As always, we thank you for your on-going support.

Sincerely,



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

Enclosure

- c. Dean Kevin Williams
- Dean Jeanette Altarriba
- Dean Edelgard Wulfert
- Vice Dean Jon Bartow

Section 2. Multi-Award and Multi-Institution Programs

Check one.

- This proposal is for a **multi-award program** that leads to two separate awards (e.g., A.S./B.A., B.S./M.S.). **Complete Part 2A, below.** *NOTE: Such programs generally involve special admissions for students who have the capacity to complete all awards, curricular integration between the component programs, and shortened time to degree compared to taking the programs separately.*
- This proposal is for a **multi-institution program** (also called a “jointly registered program”) to be offered jointly by two or more institutions. **Complete Part B, below.** *NOTE: Such programs involve a formal agreement between two or more institutions to offer courses leading to an award.*
- This proposal is for a **multi-institution, multi-award program** to be offered jointly by more two or more institutions and lead to two separate awards. **Provide a single, consolidated response that reflects all the items in Parts 2A and 2B, below.**

PART 2A – Multi-Award Program

- a) Program Title: B.A./ M.A. English/ Liberal Studies
- b) Program Awards ((e.g., B.A./M.S.) from existing programs): B.A./ M.A.
- c) Proposed HEGIS Code: 4901.00
- d) Required Number of Credits: Minimum [140] If tracks or options, largest minimum [140]
- e) **Format:** [X] Day [X] Evening [] Weekend [] Evening/Weekend [] Not Full-Time
- f) **Mode:** [X] Standard [X] Independent Study [] External [] Accelerated
 Distance Education (If 50% of more of the program can be completed via distance education, append a Distance Education Format Proposal at the end of this form.)
- g) **Other:** [] Bilingual [] Language Other Than English [] Upper Division Program [] Cooperative
4.5 year [] 5 year
- h) List registered programs at the institution identified in Section 1 whose courses will contribute to this program. Add rows as needed.

	Program Title	Award	<u>SED Program Code</u>
Program 1	B.A. English	B.A.	03001
Program 2	M.A. Liberal Studies	M.A.	78184

- i) List all the courses required for each existing program, and indicate which ones will be counted toward both awards.

Required Courses for B.A. portion of degree (120 Credits total, including all general education requirements and electives). Specific courses required for the English B.A. portion of degree: AENG 205Z, AENG 305Z, AENG 210, AENG 310, for a total of 12 credits (counted a part of the 120 credit total). A further minimum of 24 elective credits are required (counted as part of the 120 credit total), with the following stipulations:

Electives: 200+ level: 9 credits at or above 200 level including 6 credits of AENG 261, 291, 295 or 297.

300+ level: 9 credits in English at or above 300 level; 400 level: 6 credits at the 400 level.

Required Courses for M.A. portion of degree (30 credits total) : 500+ graduate level course credits. Two 500+ level courses, one in Humanities, one in Social Sciences. 600+ level: two courses minimum. AGLS 680. All course credits for these requirements are counted as part of the 30 total graduate level credits required.

12 credits of English B.A. elective requirements will be fulfilled by 12 graduate credits taken within the MALS graduate portion of the degree.

What is the length of time students will have to complete the proposed program? 5 Years

What are the admissions requirements for the new program, and how are they related to student success?

Exceptional English students in the B.A. program in their junior year are recruited and apply for the program using current Liberal Studies M.A. admissions requirements. The B.A./M.A. degree in English/ Liberal Studies will provide students with a carefully designed program that will allow them to complete requirements for the M.A. degree 1-2 semesters earlier than by pursuing separate degrees.

- j) Complete a *SUNY Sample Program Schedule* to show how students will be able to schedule all required courses to complete the multi-award program.

Please see attached.

PART 2B – Multi-Institution Program

- a) Program Title:
- b) Are all partner institutions listed in Section 1, with CEO information and a signature for each partner?
[] Yes [] No
- c) Proposed HEGIS Code:
- g) Required Number of Credits: Minimum [] If tracks or options, largest minimum []
- d) **Format:** [] Day [] Evening [] Weekend [] Evening/Weekend [] Not Full-Time
- e) **Mode:** [] Standard [] Independent Study [] External [] Accelerated
[] Distance Education (If 50% of more of the program can be completed via distance education, append a Distance Education Format Proposal at the end of this form.)
- f) **Other:** [] Bilingual [] Language Other Than English [] Upper Division Program [] Cooperative
4.5 year [] 5 year
- g) List all courses in the program and indicate which courses will be completed at each institution.
- h) Describe the administrative provisions for coordinating admissions, advisement and financial aid for the program between the two institutions.

- i) Describe the program's policies governing residency requirements and tuition charges.
- j) Explain any other special arrangements or requirements arising from the multi-institution nature of the program.

Section 3. New Programs from Options, Concentrations or Tracks in an Existing Program

This section should be used to propose the creation of new programs from options, concentrations or tracks in existing, registered programs, which is sometimes called “disaggregation.” This section enables (but does not require) a campus to make the following types of revisions to an existing track at the same time the track becomes a separate program:

- new or significantly revised courses; and
- changes to the track’s admissions standards and program evaluation elements.

NOTE: A new program proposal must be submitted – instead of this section – when:

- *the new program(s) will be offered at a different location than the campuses identified in Section 1; or*
- *a Master Plan Amendment is required for the new program(s).*

PART 3A – REVISION OF EXISTING PROGRAM

- a) Title:
- b) Award:
- c) HEGIS Code:
- d) SED Program Code:
- e) List the registered Options, Concentrations or Tracks and indicate which, if any, will be removed.
- f) If the existing program will have any changes to the program’s admissions standards or program evaluation elements, please describe them and explain why they are needed. Otherwise, affirm that the admissions standards and evaluation methods are unchanged from the current registered program.

PART 3B – PROPOSED NEW PROGRAM(S)

Provide the information requested below for each proposed new program to be registered separately.

- a) Title: B.A./ M.A. in English/ Liberal Studies
- b) Award: B.A./ M.A.
- c) HEGIS Code: 4901.00
- d) Required Credits: Minimum [140] If tracks or options, largest minimum [140]
- e) Describe the new program and the rationale for converting the existing coursework to a separately registered program.

The combined B.A./ M.A. in English/ Liberal Studies provides an opportunity for exceptional students to fulfill integrated requirements for undergraduate and master’s degree programs beginning in their junior year. The combined program requires 140 credits, of which at least 30 must be graduate credits. By qualifying for the B.A., students must meet all University and College requirements, including requirements of the undergraduate major (listed above), the minor requirement, general education requirements, residency requirements and the 90 credit liberal arts and sciences requirement. In qualifying for the M.A., students must meet all University and College requirements, including a minimum of 30 graduate credits, the requirements listed above for the M.A. in Liberal Studies, the thesis requirement, and residency requirements.

The combination of these two programs and their existing requirements will provide exceptional students with the opportunity to complete the requirements for an M.A. while finishing their coursework for the B.A., allowing them to complete the program 1-2 semester earlier than in separate programs.

- f) If the new program will have any new or significantly revised courses, list them here and attach a syllabus for each one.

The program will have no new or revised courses.

- g) If the new program will have any changes to the program's admissions standards or program evaluation elements, please describe them and explain why they are needed. Otherwise, affirm that the admissions standards and evaluation methods are unchanged from the current registered program.

The program will have no changes in admissions standards or evaluation methods.

- h) Explain the expected impact of the new program on existing programs.

Students for the program will be recruited in the junior year of their undergraduate program, allowing the M.A. program to retain those students and prepare them for graduate level work and instruction.

- i) Describe adjustments the institution will make to its current resource allocations to support the new program.

Current resource allocations by the institution will remain the same.

- j) Complete the appropriate *Sample Program Schedule* to show how students can complete all required courses in the new program.

Please see attached.

SUNY Undergraduate Sample 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: B.A./ M.A. in English/ Liberal 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: ENGLISH (with approved STR WAIVER) 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											Term 2: Spring 1										
Course Number & Title	Cr	GER	LA S	Maj	TPath	N	Co/Prerequisites	Cr	GER	LAS	Maj	TPath	N	Co/Prerequisites							
ENG 200 level elective - RE	3	H	3	3	X			3		3	3	X									
Social Science Gen Ed - RE	3	SS	3					3	NS	3											
Math Gen Ed - RE	3	M	3					3	BC	3											
Natural Science Gen Ed - RE	3	NS	3					3		3	3										
Liberal Arts Elective - RE	3		3					3		3											
Term credit totals: 15																					
Term 3: Fall 2											Term 4: Spring 2										
Course Number & Title	Cr	GER	LA S	Maj	TPath	N	Co/Prerequisites	Cr	GER	LAS	Maj	TPath	N	Co/Prerequisites							
AENG 205Z- Intro to Writing in English Studies - R	3		3	3				3	H	3	3	X									
Minor course (minor required, subject unrestricted) - RE	3							3		3	3	X									
US History Gen Ed - RE	3	AH	3					3													
Liberal Arts Elective	3		3					3	OW	3											
Foreign Lang Gen Ed - RE	4	FL	4					3		3											
Term credit totals: 16																					
Term 5: Fall 3											Term 6: Spring 3										
Course Number & Title	Cr	GER	LA S	Maj	TPath	N	Co/Prerequisites	Cr	GER	LAS	Maj	TPath	N	Co/Prerequisites							
AENG 305Z-- Studies in Writing about texts - R	3		3	3	X		AENG 205Z	3		3	3			AENG 210							
AENG 300 level elective - RE	3		3	3				3													
Minor course - RE	3							3													
Challenges 21st Century - RE	3		3					3		3											
Minor course - RE	3							3		3	3										
Term credit totals: 15																					
Term 7: Fall 4											Term 8: Spring 4										
Course Number & Title	Cr	GER	LA S	Maj	TPath	N	Co/Prerequisites	Cr	GER	LAS	Maj	TPath	N	Co/Prerequisites							
Term credit totals: 15																					
(See below for M.A. courses taken)																					

SUNY Graduate Sample Program Schedule OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.)
Program/Track Title and Award: B.A./ M.A. in English/ Liberal 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) Use the table to show how a typical student may progress through the program; copy/expand the table as needed.
 d) Complete the last row to show program totals and comprehensive, culminating elements. Complete all columns that apply to a course.

Term 1: Fall 4				Term 2: Spring 4			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
AENG 500- Textual Practices	4			AENG 681- Authors and Criticism	4		
				AENG 615- Poetics and Practice	4		
Term credit total:	4			Term credit total:	8		
Term 3: Fall 5				Term 4: Spring 5			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
ASOC 666- Studies in Sociology	4			AGLS 680- Thesis	4		
AHIS 620- War, Society, Culture	4			AENG 615- British Romantic Poets	4		
AENG 642- Critical Theory	4			AGLS 698- Directed Reading	2		
Term credit total:	12			Term credit total:	10		
Term 5:				Term 6:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Term 7:				Term 8:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Total Credits: 34				Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: Program Satisfies following requirements: 2 graduate level courses, one in Humanities (AENG 500) and one in Social Sciences (ASOC 666). AGLS 680- Thesis course.			

New: X if new course Prerequisite(s): list prerequisite(s) for the noted 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.
- b) Append at the end of this document position descriptions or announcements for each to-be-hired faculty member.

(a) Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	(b) % of Time Dedicated to This Program	(c) Program Courses Which May Be Taught (Number and Title)	(d) Highest and Other Applicable Earned Degrees (include College or University)	(e) Discipline(s) of Highest and Other Applicable Earned Degrees	(f) Additional Qualifications: List related certifications and licenses and professional experience in field.
PART 1. Full-Time Faculty					
Part 2. Part-Time Faculty					
Part 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc., and provide expected hiring date instead of name.)					

(a) Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	(b) % of Time Dedicated to This Program	(c) Program Courses Which May Be Taught (Number and Title)	(d) Highest and Other Applicable Earned Degrees (include College or University)	(e) Discipline(s) of Highest and Other Applicable Earned Degrees	(f) Additional Qualifications: List related certifications and licenses and professional experience in field.