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:	Urban Studies and Planning
	SED Program Code	36999
	Award(s) (e.g., A.A., B.S.):	B.A.
	Number of Required Credits:	Minimum [120] If tracks or options, largest minimum [ ]
	HEGIS Code:	2214
	CIP 2010 Code:	45.1201
	Effective Date of Change:	Fall 2023
	Effective Date of Completion[2]	Spring 2027
d) **Campus Contact**	Name and title: Kaitlyn Beachner, Staff Associate for Undergraduate Academic Programs Telephone and email: 518 – 442 – 3941; kbeachner@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: Carol Kim, Ph.D., Senior Vice President for Academic Affairs & Provost Signature and date: *[signature]* 7/21/2021	
	If the program will be registered jointly[3] with one or more other institutions, provide the following information for each institution:	
	Partner institution's name and 6-digit SED Code:	
	Name, title, and signature of partner institution's CEO (or **append** a signed letter indicating approval of this proposal):	

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

[2] If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).

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

Section 2. Program Information

Section 2.1. Changes in Program Content

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

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

[X] 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
[ ]   Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit cap limits.
[ ]   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

Changes were made to offer more breadth to the program, increase student choice, and increase rigor.

A capstone course was added to increase rigor and ensure students have a similar formative experience to use what they have learned from all courses within the major.
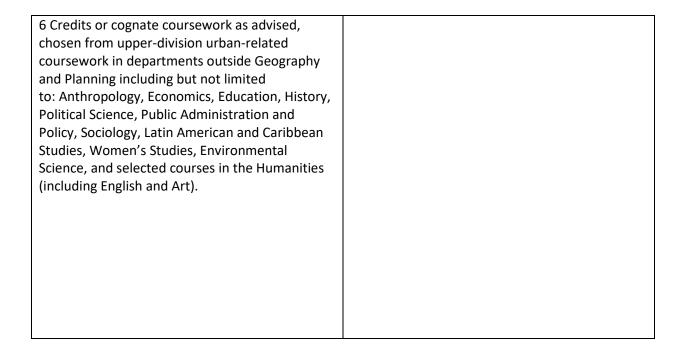
Options were provided within the upper division Advance Oral Discourse to ensure students have choice while learning the advanced skills taught in oral discourse courses.

The Methods courses are still required within our upper division elective options. Electives are now required to be at the upper level to add rigor and knowledge.

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.

2014 Requirements: 2015-2016 Bulletin:	2021 Proposed Curriculum:
AUSP 125 – The American City (3)	AUSP 125 – The American City (3)
AUSP 201 – Introductory Urban Planning (3)	AUSP 201 – Introductory Urban Planning (3)
AUSP 220 – Introductory Urban Geography (3)	AUSP 220 – Introductory Urban Geography (3)
AUSP 225 – World Cities (3)	AUSP 225 – World Cities (3)
	Capstone— AUSP475 Urban Design and Public Space (3)
One Method Course Chosen from the following list or as advised: AGOG 390 – Intermediate Cartography (3) AGOG 479 – Fundamentals of Applied Global Positioning Systems (GPS) (3) AGOG 484 – Remote Sensing I (3) AGOG 485 – Remote Sensing II (3) AUSP 324 – The City on Computer (3) AUSP 375 – Methods of Urban Analysis (3) AUSP 452 – CADD in Planning (3) AUSP 456 – Geographic Information Systems (3) AGOG 496 – Geographic Information Systems (3) AUSP 480 – Advanced Urban Geography (3)	
12 Credits of Elective Courses from the following: AGOG 321 – Exploring the Multicultural City (3) AGOG 266 – India: Development Debates (3) AUSP 315 – State and Regional Planning (3) AUSP 320 – International Urban Planning (3) AGOG 328 – Gender, Space, and Place (3) AGOG 330 – Principles of Environmental Management (3) AUSP 420 – Intro to Real Estate Development (3) AUSP 425 – Community Development and Neighborhood Planning (3) AUSP 426 – Community Development and Neighborhood Planning Workshop (1-4) AUSP 430 – Environmental Planning (3) AUSP 432 – Parks, Preservation and Heritage Planning (3) AUSP 436 – Landscape Planning (3) AUSP 443 – Transportation History and Policy (3) AUSP 449 – Bike & Pedestrian Transportation Planning (3) AUSP 451 – Intro to Computer Added Design (3) AUSP 452 – CADD in Planning (3) ASUP 460 – People, Places, and Power (3) AUSP 475 – Urban Design and Public Space (3) AUSP 480 – Advanced Urban Geography (3)	*18 Credits of Electives Upper Division Electives:* *(1) At least 3 credits for Advanced Advanced Oral Discourse Electives; (2) At least 3 credits of Upper Division Methods; and (3) 12 Credit of 300-400 level USP course. All AGOG courses cross-listed with an AUSP course are approved substitutes AUSP courses.* *(1) Advanced Oral Discourse Electives:* AUSP 321Y – Exploring the Multicultural City (3) AUSP 364Y – India: Development Debates (3) AUSP 427Y – Human Factors in GIS (3) AUSP 430Y-Environmental Planning (3) AUSP 433Y – Urban Ecology (3) AUSP 460Y-People, Place, and Power (3) *(2) Upper Division Methods Electives:* AUSP307- Geospatial Applications of Drones (3) AUSP 375 – Methods of Urban Analysis (3) AUSP 414—Computer Mapping (3) AUSP 452 – CADD in Planning (2-3) AUSP 456 – Geographic Information Systems (3) AUSP 457 – Advanced GIS (3)

AUSP 485 – Topics in Planning (1-4) AUSP 497 - Independent Study in Planning (2-4)	*(3) 12 Credits of 300-400 Level USP Electives* AUSP 320 – International Urban Planning (3) AUSP 325– Global Urbanism and Culture (3) AUSP 350– Urban Development in China (3) AUSP 425 – Community Development and Neighborhood Planning (3) AUSP 430 – Environmental Planning (3) AUSP 432 – Parks, Preservation and Heritage Planning (3) AUSP 443 – Transport History and Policy (3) AUSP447 – The Role of Transportation Planning in Emergency Preparedness (3) AUSP 449 – Bike & Pedestrian Transportation Planning (3) ASUP 460 – People, Places, and Power (3) AUSP 480 – Advanced Urban Geography (3) AUSP 485 – Topics in Planning (1-4) AUSP 497 - Independent Study in Planning (2-4)
3 Credits of Community Engagement work chosen from the following: AUSP 437 – Landscape Planning Workshop (3-4) AUSP 474 – Site Planning (3) AUSP 476 – Urban Design & Site Planning Workshop (1-4) AUSP 490 – Planning Internship (3) AUSP 497 – Independent Study in Planning (2-4)	*3 Credits of Community Engagement work chosen from the following:* AUSP 474 – Site Planning (3) AUSP 490 – Planning Internship (3)

6 Credits or cognate coursework as advised, chosen from upper-division urban-related coursework in departments outside Geography and Planning including but not limited to: Anthropology, Economics, Education, History, Political Science, Public Administration and Policy, Sociology, Latin American and Caribbean Studies, Women's Studies, Environmental Science, and selected courses in the Humanities (including English and Art).	

b) 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 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.*

Slightly modified for Advanced Oral Discourse certification
AUSP 321Y – Exploring the Multicultural City (3)

New Courses
AUSP 307 – Geospatial Application of Drones (3)
AUSP 325– Global Urbanism and Culture (3)
AUSP 364Y – India: Development Debates (3)
AUSP 427Y – Human Factors in GIS (3)
AUSP 433Y – Urban Ecology (3)
AUSP 447 – The Role of Transportation Planning in Emergency Preparedness (3)

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

There are no additional costs. The primary reason is the only necessary change was to delete the option for a lower division methods course from the requirements. As the only option is not a perquisite for any of the current upper division methods electives, there is no impact on student schedule, no new classes created, no need for any new faculty time or need for any new equipment to facilitate this change. All other program modifications were to delete any courses that have not been taught over the past four academic years, add courses that have had been added since the last registration and streamline to organization of the requirements to make them more legible to students.

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

[ ] Program title
[ ] Program award
[X] 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

a) For **undergraduate programs**, complete the ***SUNY Undergraduate Program Schedule*** to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a ***Program Schedule*** for each one.

*NOTES: The **Undergraduate Schedule** must show **all curricular requirements** and demonstrate that the program conforms to SUNY's and SED's policies.*

- *It must show how a student can complete all program requirements within SUNY credit limits, unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of upper division study, with 24 in the major.*
- *It must show how students in A.A., A.S. and bachelor's programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in approved SUNY GER courses in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, American History, Western Civilization, Other World Civilizations, Humanities, the Arts and Foreign Languages*
- *It must show how students can complete Liberal Arts and Sciences (LAS) credits appropriate for the degree.*
- *When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the Transfer Path Requirement Summary within the first two years of full-time study (or 60 credits), consistent with SUNY's Student Seamless Transfer policy and MTP 2013-03.*
- *Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a Waiver Request –with compelling justification(s).*

EXAMPLE FOR ONE TERM: Undergraduate Program Schedule

Term 2: Fall 20xx	Credits per classification						
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)
ACC 101 Principles of Accounting	4			4	4		
MAT 111 College Mathematics	3	M	3	3			MAT 110
CMP 101 Introduction to Computers	3						
HUM 110 Speech	3	BC	3			X	
ENG 113 English 102	3	BC	3				
Term credit total:	16	6	9	7	4		

b) *For **graduate programs**, complete the **SUNY Graduate Program Schedule**. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.*

*NOTE: The **Graduate Schedule** must include all curriculum requirements and demonstrate that expectations from Part 52.2(c)(8) through (10) of the Regulations of the Commissioner of Education are met.*

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:_____ Urban Studies and Planning _B.A._____

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:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
AUSP125 American Cities	3	AH	3	3			
AUSP201 Intro Urban Planning	3	SS	3	3			
General Education – Math & Statistics	3	MS	3				
Writing and Critical Inquiry	3	BC	3				
LAS Elective	3		3				
Term credit totals:	15	15	15	6			

Term 2:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
AUSP220 Intro Urban Geography	3	SS	3	3			
AUSP225 World Cities	3		3	3			
General Education - Arts	3	AR	3				
General Education – Humanities	3	HU	3				
LAS Elective	3		3				
Term credit totals:	15	9	15	6			

Term 3:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
Advanced Oral Discourse Elective Option	3			3			
General Education – Natural Science	3	NS	3				
General Education – International Perspectives	3	IP	3				
LAS Elective	3		3				
LAS Elective	3		3				
Term credit totals:	15	6	12	3			

Term 4:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
Upper Division Methods Elective Option	3			3		X	
General Education – Foreign Language	3	FL	3				
General Education – UA Requirement - Challenges for 21st Century	3		3				
LAS Elective	3		3				
LAS Elective	3		3				
Term credit totals:	15	3	12	3			

Term 5:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
Upper Division USP Elective (1 of 4)	3			3			
Upper Division Elective	3						
LAS Elective	3		3				
LAS Elective	3		3				
LAS Elective	3		3				
Term credit totals:	15		9	3			

Term 6:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
Upper Division USP Elective (2 of 4)	3			3			
LAS Upper Division Elective	3		3				
LAS Upper Division Elective	3		3				
LAS Elective	3		3				
LAS Elective	3		3				
Term credit totals:	15		12	3			

Term 7:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
Upper Division USP Elective (3 of 4)	3			3			
USP Community Engagement Course Option (Upper Division)	3			3			
LAS Upper Division Elective	3		3				
LAS Upper Division Elective	3		3				
LAS Elective	3		3				

Term 8:			See KEY.				
Course Number & Title	**Cr**	**GER**	**LAS**	**Maj**	**TPath**	**New**	**Co/Prerequisites**
AUSP475 Urban Design and Public Space	3			3		X	
Upper Division USP Elective (4 of 4)	3			3			
LAS Upper Division Elective	3		3				
Upper Division Elective	3						
LAS Elective	3		3				

Term credit totals:	15		9	6			
					Term credit totals:	15	6	6

Program Totals (in credits):	Total Credits: 120	SUNY GER: 30	LAS: 90	Major: 36	Elective & Other: 60	Upper Division: 45	Upper Division Major:24	Number of SUNY GER Categories: 9

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)

SUNY Graduate 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: _____

a) Indicate **academic calendar** type: [ ] 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:				Term 2:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Term 3:				**Term 4:**			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
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:			

Program Total:	**Total Credits:**	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable:

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.

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					
Kate Lawson, Associate Professor, Director of Masters In Regional Planning	20%	AUSP447 The Role of Transportation in Emergency Preparedness	Ph.D. Portland State Univ.	Regional Science/Urban Studies	1997 M.U.R.P. Portland State University
Rui Li, Associate Professor, Director of GIS Programs	20%	AUSP427Y Human Factors in GIS	Ph.D. The Pennsylvania State University	Geography	
David Lewis, Associate Professor, Director Urban Studies and Planning Program	40%	AUSP430Y Environmental Planning AUSP460Y People, Places, and Power	Ph.D. Rutgers University	Urban Planning and Policy Development	Master in Urban and Regional Planning 1998, Rutgers University
Ray Bromley, Professor Emeritus	20%	AUSP364Y India: Development Debates	Ph.D. Cambridge University	Social Geography, Regional Development, and Latin American Studies	American Institute of Certified Planners, AICP, 1992
Alexander Buyantuev, Associate Professor	15%	AUSP433Y Urban Ecology, AUSP307 Geospatial Applications of Drones	Ph.D. Arizona State University	Plant Biology	Kandidat Nauk (Ph.D.Institute of Geography, Russian Academy of Sciences, Irkutsk (Russia),equivalent)Physical Geography, 1996
Part 2. Part-Time Faculty					
David Banks, Visiting Adjunct Professor	33%	AUSP325 Global Urbanism and Culture	Ph.D. Rensselaer Polytechnic Institute	Science and Technology Studies,	BA Urban Studies, 2009
Amelia Barbadoro, Adjunct Professor; Director, Equity & Compliance	10%	AUSP321Y Exploring the Multicultural City	Ph.D. CUNY Graduate Center	Urban Education Policy Studies	

(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 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc., and provide expected hiring date instead of name.)					