

## Change or Adapt a Registered Program

Use the [Request to Change or Adapt a Registered Program](#) form to request program changes that require approval by the State Education Department (see chart).<sup>\*</sup> For **programs that are registered jointly** with another institution, all participating institutions must confirm support for the changes.

### Exceptions:

- To change a registered professional licensure program or add a license qualification to an existing program, contact the [Office of the Professions](#) for guidance.
- To change a registered teacher certification or educational leadership certification program or add a certificate qualification to an existing program, use the education program change form.

### Changes and Adaptations Requiring State Education Department Approval

#### Changes in Program Content (all programs)

1. Any of the following substantive changes:

- Cumulative change from the Department's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits in an associate degree program)
- Changes in the program's focus or design (e.g., eliminating management courses in a business administration program), including a change in the program's major disciplinary area
- Adding or eliminating an option or concentration
- Eliminating a requirement for completion, including an internship, clinical, cooperative education, or other work-based experience
- Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)

#### Other Changes (all programs)

2. Program title X
3. Program award (e.g., change in degree)
4. Mode of delivery (**Note:** if the change involves adding a **distance education format** to a registered program, please complete the [distance education application](#).)
5. Discontinuing a program
6. A format change that alters the program's financial aid eligibility (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)
7. A change in the total number of credits of any certificate or advanced certificate program

#### Establishing New Programs Based on Existing Registered Programs

8. Creating a dual-degree program from existing registered programs
9. Creating a new program from a concentration/track in an existing registered program

### PLEASE NOTE:

Establishing an existing program at a new location requires new registration of the program. If the requested action changes the program's major disciplinary area, master plan amendment may be needed if the revised program represents the institution's first program in that major subject area, at that degree level. If a requested **degree title** is not authorized for an institution chartered by the Board of Regents, charter amendment will be needed.

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<sup>\*</sup> CUNY and SUNY institutions: contact System Administration for guidance.



NEW YORK STATE EDUCATION DEPARTMENT  
 Office of Higher Education—Office of College and University Evaluation  
 89 Washington Avenue, Albany, NY 12234  
 (518) 474-2593 Fax: (518) 486-2779  
 ocueinfo@mail.nysed.gov  
<http://www.highered.nysed.gov/ocue/>

### Request to Change or Adapt a Registered Program

Item	Response <i>(type in the requested information)</i>
<b>Institution name and address</b>	Lehman College 250 Bedford Park Blvd. West Bronx, NY 10468  <i>Additional information:</i> <ul style="list-style-type: none"> <li>▪ Specify campus where program is offered, if other than the main campus:</li> </ul>
<b>Identify the program you wish to change</b>	Program title: Puerto Rican Studies  <u>Award</u> (e.g., B.A., M.S.): B.A.  Credits: 30  HEGIS code: 0308.00  <u>Program code</u> : 34019
<b>Contact person for this proposal</b>	Name and title: David Badillo, Dept. Chair  Telephone: 718-960-8280 Fax: 718-960-7804 E-mail: DAVID.BADILLO@lehman.cuny.edu
<b>CEO (or designee) approval</b>	Name and title: Signature and date:  <div style="background-color: black; color: white; padding: 2px;">If the program will be registered jointly<sup>1</sup> with another institution, provide the following information:</div> Partner institution's name: Name and title of partner institution's CEO: Signature of partner institution's CEO:

- For **programs that are registered jointly** with another institution, all participating institutions must confirm their support of the changes.
- To change a registered professional licensure program or add a license qualification to an existing program, contact the [Office of the Professions](#) for guidance.
- To change a registered teacher certification or educational leadership certification program or add a certificate qualification to an existing program, use the education program change form.

<sup>1</sup> If the partner institution is non-degree-granting, see CEO Memo 94-04 at [www.highered.nysed.gov/ocue/ceo94-04.htm](http://www.highered.nysed.gov/ocue/ceo94-04.htm).

- If the change involves **establishing an existing registered program at a new location**, complete a new registration application for the proposed program.

**Check all changes that apply and provide the requested information.**

**Changes in Program Content** (*Describe and explain all proposed changes; provide a side-by-side comparison of the existing and newly modified programs.*)

- Cumulative change from the Department's last approval of the registered program that impacts one-third or more of the minimum credits required for the award (e.g., 20 credits in an associate degree program)
- Changes in a program's focus or design
- Adding or eliminating an option or concentration
- Eliminating a requirement for program completion
- Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)

**If new courses are being added as part of the noted change(s)**, provide a syllabus for each new course and list the name, qualifications, and relevant experience of faculty teaching the course(s). Syllabi should include a course description and identify course credit, objectives, topics, student outcomes, texts/resources, and the basis for determining grades.

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**Other Changes** (*describe and explain all proposed changes*)

**Program title:**

Major in Latino Studies (Name change from Latino/Puerto Rican Studies)

Total credits: 36 (change from 30 credits)

Change in Degree Requirements

Name of Registered Degree or Certificate Program

We seek to make our major at once more rigorous and more streamlined for undergraduate students to successfully complete. While the major has always been interdisciplinary, the proposed structure for students to complete the major ensures that they are exposed to each of three disciplinary orientations and then are able to specialize if they choose through their choice of elective courses.

Previously, the major was 30 credits. 36 credits is now more consonant with comparable majors. The new major follows the format of our major in Latin American Caribbean Studies in that students select courses from three distribution areas: History and Politics, Literature and the Arts, and Socio-cultural and Economic Processes. It increases the number of higher level courses (300-level and above) from 3 to 4. It also eliminates the requirement of one of a specific set of literature courses because relying on another department to offer those was making it difficult for us to ensure our students could complete the major in a timely fashion.

The name change of the major is proposed as a result of shifts broadly in US Latino Studies across the nation. While our department offered one of the first ethnic studies majors in the nation (Puerto Rican Studies, established in 1968), the diversity of national origins among Latin@s in the US requires a broader frame of analysis. This broader frame is already represented in our course offerings and the major name change will reflect that. Students whose primary interest is in Puerto Rican studies will still be able to specialize in this area in their course selections.

**Program award**

**Mode of Delivery** (Note: if the change involves adding a **distance education format** to a registered program, please complete the [distance education application](#).)

**Discontinuing a program:** indicate the date by which the program will be discontinued.<sup>2</sup>

**Format change** (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)

- a) Indicate proposed format:
- b) Describe availability of courses and any change in faculty, resources, or support services:
- c) Use the Sample Program Schedule to show the sequencing and scheduling of courses in the program.

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<sup>2</sup> If any students do not complete the program by the proposed termination date, the institution must request an extension of the registration period for the program or make other arrangements for those students.

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## Establishing New Programs Based on Existing Registered Programs

### [ ] **Creating a dual-degree program** from existing registered programs

- a) Complete the following table to identify the existing programs:

	<b>Program Title</b>	<b>Degree Award</b>	<b>Program Code</b>
Program 1			
Program 2			

- b) Proposed dual-degree program (title and award):<sup>3</sup>
- c) Courses that will be counted toward both awards:
- d) Length of time for candidates to complete the proposed program:
- e) Use the Sample Program Schedule to show the sequencing and scheduling of courses in the dual-degree program.

### [ ] **Creating a new program from a concentration/track in an existing program.**

If the new program is based **entirely** on existing courses in a registered program, provide the current program name, program code, and the following information:

**Note:** this abbreviated option applies only if a master plan amendment is NOT required **and** there are no new courses or changes to program admissions and evaluation elements. If these conditions are not met, submit a new registration application for the proposed program.

- a) Information from the Application for Registration of a New Program\_form: cover page (page 1), Sample Program Schedule form, and faculty information charts (full-time faculty, part-time faculty, and faculty to be hired)
- b) Brief description of the proposed program and rationale for converting the existing coursework to a separately registered program:
- c) Expected impact on existing program:
- d) Adjustments the institution will make to its current resource allocations to support the program:
- e) Statement confirming that the admission standards and process and evaluation methods are the same as those in the existing registered program:

**Note:** if the change involves **establishing an existing registered program at a new location**, complete a new registration application for the proposed program.

September 2009

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<sup>3</sup> Only candidates with the capacity to complete the requirements of both degrees shall be admitted to a dual-degree program.

LEHMAN COLLEGE  
OF THE  
CITY UNIVERSITY OF NEW YORK

DEPARTMENT OF  
LATIN AMERICAN, LATINO AND PUERTO RICAN STUDIES

**CURRICULUM CHANGE**

Name of Program and Degree Award: Puerto Rican Studies, B.A.

Hegis Number: 0308.00

Program Code: 34019

Effective Term: Fall 2018

1. **Type of Change**: Change in Degree Requirements; Name of Registered Degree

2. **From**:

Major in ~~Latino/Puerto Rican~~ Studies

~~9~~ credits in required courses

~~LPR 212 (History of Puerto Rico) or LPR 213 (Puerto Rican Culture)~~

~~LPR 242 Latinos in the U.S.~~

~~LPR 269 History of U.S. Latinos~~

~~9~~ credits in three ~~LPR~~ courses at the ~~300~~ level or above

~~3~~ credits in one course in ~~Latino or Puerto Rican~~ Literature

~~LPR 339 Latino Literature~~

~~LPR 346 Intro. to Mexican and Chicano/a Literatures~~

~~LPR 301 Puerto Rican Literature~~

~~LPR 320 Puerto Rican Literature in English~~

~~9~~ credits in elective courses

~~Latino or Puerto Rican~~ Studies at the ~~200~~ level of above or in related disciplines

3. **To**:

Major in Latino Studies

Total credits: 36

6 credits in required courses

LTS 242 Latinos in the U.S.

LTS 269 History of U.S. Latinos

9 credits—one course in each of the areas

Socio-cultural and Economic Processes

LTS 213 Puerto Rican Culture: Global Identities

LTS 224 Dominicans in the U.S.

LTS 232 Family and Gender Relations among Latinos

LTS 308 The Economy of Puerto Rico

LTS 311 Migration and the Puerto Rican Community in the United States  
LTS 312 Latino Migrations  
LTS 314 Religions in Latin America, the Caribbean, and Latino U.S.  
LTS 348 Latino Health  
LTS 349 Latino Political Economy

#### Literature and the Arts

LTS 214 Literature of the Caribbean & the Caribbean Diaspora  
LTS 301 Puerto Rican Literature  
LTS 302 Dominican-American Literature  
LTS 316 Visual Culture of Latin America, the Caribbean and the Diaspora  
LTS 319 Latinos in Film  
LTS 320 Puerto Rican Literature in English: Nation and Diaspora  
LTS 339 Latino Literature  
LTS 341 Puerto Rican Music  
LTS 346 Introduction to Mexican and Chicano/a Literatures  
LTS 410 Latino Popular Culture

#### History and Politics

LTS 212 History of Puerto Rico  
LTS 234 Latino Politics  
LTS 300 Social and Economic History of Puerto Rico from the Industrial Revolution to the Present  
LTS 307 Contemporary Puerto Rican Politics & Society  
LTS 309 Latino Social Movements and Civil Rights  
LTS 321 Latino New York  
LTS 353 Latino Media  
LTS 363 Mexican Migration to the U.S.: History, Culture, and Civil Rights

15 credits in Latino Studies (LTS) courses—12 credits at the 300-level or above

6 credits electives in LAC or any of the following courses:

HIS 244—Modern US History  
HIU 315—Recent US History, 1945 to present  
HIU 335—Immigration in America  
SOC 338—Race & Ethnicity in Society  
ESC (ECE) 310—The Spanish-Speaking American in Urban Setting  
POL 230—Immigration and Citizenship

#### **4. Rationale:**

We seek to make our major at once more rigorous and more streamlined for undergraduate students to successfully complete. While the major has always been interdisciplinary, the proposed structure for students to complete the major ensures that they are exposed to each of three disciplinary orientations and then are able to specialize if they choose through their choice of elective courses. Previously, the major was 30 credits. 36 credits is now more consonant with comparable majors.

The new major follows the format of our major in Latin American Caribbean Studies in that students select courses from three distribution areas: History and Politics, Literature and the Arts, and Socio-cultural and Economic Processes. It increases the number of higher level courses (300-level and

above) from 3 to 4. It also eliminates the requirement of one of a specific set of literature courses because relying on another department to offer those was making it difficult for us to ensure our students could complete the major in a timely fashion.

The name change of the major is proposed as a result of shifts broadly in US Latino Studies across the nation. While our department offered one of the first ethnic studies majors in the nation (Puerto Rican Studies, established in 1968), the diversity of national origins among Latinos in the US requires a broader frame of analysis. This broader frame is already represented in our course offerings and the major name change will reflect that. Students whose primary interest is in Puerto Rican studies will still be able to specialize in this area in their course selections.

5. **Date of departmental approval:** March 30, 2017